



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

7:00 p.m. Monday, September 16, 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	IV. <u>City Manager Report</u>	
	V. <u>Presentations</u>	
	VI. <u>Public Hearing(s)</u> – None	
	VII. <u>Old Business</u>	
	VIII. <u>New Business</u>	
7:15 PM	A. First Reading of Ordinance 180A Granting to Consumers Energy Company, Its Successors and Assigns, the Right, Power and Authority to Lay, Maintain and Operate Gas Mains, Pipes and Services on, Along, Across and Under the Highways, Streets, Alleys, Bridges and Other Public Places, and to do a Local Gas Business in the City of Portland, Ionia County, Michigan for a Period of Ten Years	Motion
7:18 PM	B. Proposed Resolution 13-78 Approving, Authorizing, and Directing the City Manager to Cast a Ballot for the MML Liability and Property Pool Board of Directors Election	Motion
7:20 PM	C. Proposed Resolution 13-79 Approving an Electronics Recycling Agreement with Vintage Tech Recyclers, Inc.	Motion
	IX. <u>Consent Agenda</u>–	
7:22 PM	A. Minutes & Synopsis from the Regular City Council Meeting held on September 3, 2013	Motion
	B. Payment of Invoices in the Amount of \$152,817.28 and Payroll in the Amount of \$99,990.19 for a Total of \$252,807.47	
	C. Purchase Orders over \$5,000 - None	
	X. <u>Communications</u>–	
	A. Police Department Report for August 2013	
	B. Water Department Report for August 2013	
	C. Wastewater Treatment Plant Report for August 2013	
	D. Franklin Energy EO Report for September 4, 2013	

Estimated Time		Action Requested
	<p>E. Revenue-Expense Report for August 2013</p> <p>F. Fire Department Report for August 2013</p> <p>G. Portland Area Fire Authority Minutes for July 2, 2013</p> <p>H. Portland Area Fire Authority Minutes for August 6, 2013</p> <p>I. Portland Area Fire Authority Draft Minutes for September 3, 2013</p> <p>J. Danby Township re: Master Plan Update</p> <p>K. WOW! re: Programming Changes</p> <p>L. WOW! re: Channel Drop</p> <p>M. Ionia County Administration re: Thank You</p> <p>N. Ionia County Board of Commissioners Agenda for September 10, 2013</p> <p>O. Ionia County Board of Commissioners Agenda for September 17, 2013</p> <p>P. Bureau of Construction Codes Notice of Public Hearing</p> <p>Q. MPSC Notice of Hearing for Consumers Energy Case No. U-17351</p> <p>R. MPSC Notice of Hearing for Consumers Energy Case No. U-17440</p> <p>S. MPSC Notice of Hearing for Consumers Energy Case No. U-17453</p>	
7:24 PM	<p>X. <u>Public Comment</u> (5 minute time limit per speaker)</p>	
7:29 PM	<p>XI. <u>Other Business</u></p>	
7:30 PM	<p>XII. <u>Council Comments</u></p>	
7:35 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. 180 A

AN ORDINANCE GRANTING TO CONSUMERS ENERGY COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT, POWER AND AUTHORITY TO LAY, MAINTAIN AND OPERATE GAS MAINS, PIPES AND SERVICES ON, ALONG, ACROSS AND UNDER THE HIGHWAYS, STREETS, ALLEYS, BRIDGES AND OTHER PUBLIC PLACES, AND TO DO A LOCAL GAS BUSINESS IN THE CITY OF PORTLAND, IONIA COUNTY, MICHIGAN FOR A PERIOD OF TEN YEARS.

THE CITY OF PORTLAND, IONIA COUNTY, MICHIGAN ORDAINS:

Section 1. Grant; term. The City of Portland, Ionia County, Michigan, hereby grants to the Consumers Energy Company, a Michigan corporation, its successors and assigns, hereinafter called the "Grantee," the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges and other public places, and to do a local gas business in the City of Portland, Ionia County, Michigan for a period of ten years.

Section 2. Consideration. In consideration of the rights, power and authority hereby granted, Grantee will faithfully perform all things required by the terms hereof.

Section 3. Conditions. The right, power, and authority of the Grantee to lay, maintain, and operate its gas facilities is subject to the following conditions:

- (a) Grantee must construct all new gas mains, including old mains which are being relocated, within the public right of way, but not under the traveled portion of any city street; provided, however, that Grantee will have the right to place such facilities under the traveled portion of any city street where the parties agree that there is not adequate space in the right of way to accommodate such facilities. The City and Grantee recognize that some portion of Grantee's gas mains and facilities will be located under the traveled portion of the city streets whenever such facilities must cross a street.
- (b) (i) Grantee acknowledges that the City is undertaking an extensive program aimed at improving city streets. Grantee agrees that it will relocate its gas mains and place them within the public right of way but not under the city streets (except where the parties agree that there is not adequate space in the right of way to accommodate such facilities), provided that such mains are (x) located under the traveled portion of a street being improved, (y) were installed by Grantee prior to 1960. The City may agree to allow steel high pressure mains to remain based on evaluation of condition.

- (ii) Any of Grantee's mains installed during or after 1960 will be considered for relocation by Grantee on a case by case basis. The decision to relocate such mains shall be made by Grantee in accordance with its standard policies and procedures in effect at the time.
- (iii) Any such relocation by Grantee will require the City to provide copies of its final plans for the street improvement at least 120 days before the scheduled starting date of such street improvement. Failure to provide such final plans in a timely manner may result in delays to the street improvement project.
- (c) No highway, street, alley, bridge or other public place used by said Grantee will be obstructed longer than necessary during the work of construction or repair, and shall be restored to the same order and condition as when said work was commenced. All of Grantee's pipes and mains will be so placed in the highways and other public places as not to unnecessarily interfere with the use thereof for highway purposes.
- (d) Grantee agrees to repair any streets cut or disturbed by its work in accordance with the City's standards and specifications in effect at the time. Upon the request of Grantee and the agreement of the City, the City will repair such streets cut or disturbed by Grantee and Grantee will reimburse the City for such work.
- (e) Grantee must obtain written authorization from the City prior to performing any pre-planned or scheduled work within the public right of way or on city property. However, nothing herein shall preclude the Grantee from immediately commencing work when necessary to prevent imminent danger to life or property, and in such case, the Grantee shall notify the City as immediately as reasonably possible of such emergency work.

Section 4. Hold harmless. Grantee will at all times keep and save the City free and harmless from all loss, costs and expense to which it may be subject by reason of the negligent construction and maintenance of the structures and equipment hereby authorized. In case any action is commenced against the City on account of the permission herein given, said Grantee must, upon notice, defend the City and save it free and harmless from all loss, cost and damage arising out of such negligent construction and maintenance.

Section 5. Extensions.

Sec. 5. Grantee will construct and extend its gas distribution system within said City, and will furnish gas to applicants residing therein in accordance with applicable laws, rules and regulations.

Section 6. Franchise not exclusive. The rights, power and authority herein granted, are not exclusive. Either manufactured or natural gas may be furnished hereunder.

Section 7. Rates. Grantee is entitled to charge the inhabitants of said City for gas furnished therein, the rates as approved by the Michigan Public Service Commission, to which Commission or its successors authority and jurisdiction to fix and regulate gas rates and rules regulating such service in said City, as hereby granted for the term of this franchise. Such rates and rules shall be subject to review and change at any time upon petition therefor being made by either said City, acting by its City Council, or by the Grantee.

Section 8. Revocation. The franchise granted by this ordinance is subject to revocation upon sixty (60) days written notice by the party desiring such revocation.

Section 9. Michigan Public Service Commission, jurisdiction. Grantee will, as to all other conditions and elements of service not herein fixed, be and remain subject to the reasonable rules and regulations of the Michigan Public Service Commission or its successors, applicable to gas service in said City.

Section 10. 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, provided however, it shall cease and be of no effect after thirty days from its adoption unless within said period the Grantee shall accept the same in writing filed with the City Clerk. Upon acceptance and publication hereof, this ordinance shall constitute a contract between said City and said Grantee.

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. 13-78

A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE CITY
MANAGER TO CAST A BALLOT FOR THE MML LIABILITY AND
PROPERTY POOL BOARD OF DIRECTORS ELECTION

WHEREAS, the City is a member of the MML's Liability and Property Pool which is owned and controlled by its members; and

WHEREAS, the Liability and Property Pool is governed by a Board of Directors elected by the members; and

WHEREAS, the Pool's Administrator sent out a letter, a copy of which is attached as Exhibit A, requesting affirmation of the work of the Nominating Committee and including a ballot and a biographical sketch of each of the candidates.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council affirms the work of the Nominating Committee and approves, authorizes and directs the City Manager to cast a ballot for the candidates that were nominated.
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: September 16, 2013

Monique I. Miller, City Clerk



michigan municipal league

Liability & Property Pool

1675 Green Road
Ann Arbor, MI 48105

TEL 734.662.3246 800.653.2483
FAX 734.662.8083
WEB www.mml.org

to	Members of the MML Liability and Property Pool	from	Michael J. Forster, Pool Administrator
cc		date	September 9, 2013
		subject	2013 Pool Director Election

Dear Pool Member:

Enclosed is your ballot for this year's Board of Directors election. Three (3) incumbent Directors have agreed to seek re-election. You also may write in one or more candidates if you wish.

A brief biographical sketch of each candidate is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than November 8. You may also submit your ballot online by going to www.mml.org. Click on *Insurance*, then *Liability and Property Pool*; the official ballot is located in the left navigation bar under *Online Forms*.

The MML Liability & Property Pool is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Pool, and for participating in the election of your governing board.

Sincerely,

Michael J. Forster
Pool Administrator

mforster@mml.org



THE CANDIDATES
Three-year terms beginning January 1, 2014

Chair: Penny Hill, Manager, Village of Kalkaska



Penny has been a municipal government official since 1984, serving at various times as Clerk, Treasurer, and Manager. She has been a manager at three different municipalities since 1999, and currently serves as Kalkaska's Village Manager. Penny is a member of the Michigan Municipal League Board of Directors, serves as Vice Chairperson for MML Region 6, and is an active member of the MML Legislative Governance Committee and Finance Committee. Penny is also a member of the Michigan Local Government Manager's Association. She is a member of the Board of Directors for the Grand Traverse Regional Foundation, the Kalkaska Planning Commission, and the Kalkaska Downtown Development Authority. Penny is chair of the Pool and is seeking re-election to her third term as director.

Vice-Chair: Michelle Van Wert, Councilmember, City of Williamston



Michelle has nine years municipal government experience, having first been elected to council in 2005. Michelle has served as mayor, is a member of the MML Economic Development and Land Use Committee, the Michigan Association of Mayors, the Michigan Association of Planning and a number of local civic organizations. Michelle is seeking re-election to her second term as director.

Jean Stegeman, Mayor, City of Menominee



Jean has more than six years of experience as a municipal official, currently serving as Mayor in the City of Menominee. She was a member of and served as chair of the Menominee planning commission for several years prior to becoming mayor. She is also active in several local civic organizations. Jean is seeking election to her first term as director.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-79

A RESOLUTION APPROVING AN ELECTRONICS RECYCLING AGREEMENT
WITH VINTAGE TECH RECYCLERS, INC

WHEREAS, the City of Portland partners with Portland Township and Danby Township to hold an Annual Community Clean-Up on the last Saturday in April each year; and

WHEREAS, Vintage Recyclers, Inc is in the business of recycling electronics accepts all of the following items for recycling:

Monitors	Copiers
Laptops	Typewriters
TV's	Cash Registers
Printers	Networking Equipment
Computers	Satellite Dishes
Printers/ Fax/ Scanners	Cable Boxes
DVD/ Stereos/VCR'S	MP3/IPods/etc
Video Game Consoles	All computer parts
Peripherals-Mice/Keyboards	
PDA/Cell Phones	
Phones	

WHEREAS, the City has contracted with Vintage Tech Recyclers, Inc. since 2011 to recycle electronics collected at the Community Clean up without cost to the City or Townships;

WHEREAS, Vintage Tech Recyclers, Inc. has submitted a proposed agreement to continue to provide electronics recycling at the Community Clean-up without cost to the City, Townships, or participants, a copy of the proposed agreement is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves Vintage Tech Recyclers, Inc proposed agreement, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: September 16, 2013

Monique I. Miller, City Clerk

Vintage Tech, LLC.
1105 Windham Parkway
Romeoville, IL 60446
www.vintagetechrecyclers.com



Electronics Recycling Collection Agreement

City of Portland

Effective Date: September 9th, 2013

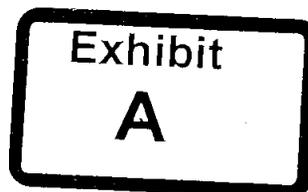
Term: 1 Year Agreement, 1 year mutual extension (September 9th, 2013–September 8th, 2014)

PT: 3

*“There’s a better way to get rid of those old electronics!
Keep it clean. Keep it Green!”*



Effective Date: August 21st, 2012
Revision # 4



ELECTRONICS RECYCLING COLLECTION AGREEMENT

This Electronics Recycling Collection Agreement (the "Agreement") is effective as of by and between the City of Portland, MI (hereinafter referred to as the "CUSTOMER") and Vintage Tech, LLC located at 1105 Windham Pkwy in Romeoville, IL (hereinafter referred to as "VINTAGE TECH"). In this Agreement, VINTAGE TECH and CUSTOMER are sometimes referred to individually as a "Party" and collectively as the "Parties".

SECTION 1: SCOPE OF SERVICES

VINTAGE TECH agrees to accept, process, transport and market electronic equipment collected by CUSTOMER through its commercial recycling program. Items to be collected, processed, and marketed are referenced on the attached Exhibit A. CUSTOMER agrees to use VINTAGE TECH on an exclusive basis during the term of this Agreement with respect to the electronic equipment collected pursuant to this Agreement.

Responsibilities of VINTAGE TECH include:

- 1) Provide transportation of material
- 2) Provide NIST compliant data security and hard drive destruction
- 3) Provide Sufficient Labor to Collect and Separate Material on-site
- 4) Provide Packaging Materials
- 5) Provide R2 and e-Stewards Compliant Processing
- 6) Provide certificates of recycling and volume reports
- 7) Provide primary contact person to coordinate events

Responsibilities of the CUSTOMER include:

- 1) Provide a host collection event site
- 2) Select Dates and Times of Collection Events
- 3) Designate a contact person to coordinate event details
- 4) Provide sufficient volunteers (if available)
- 5) Provide promotional advertising for collection event

Notwithstanding anything herein to the contrary, CUSTOMER acknowledges that VINTAGE TECH cannot and will not accept large home appliances (including air conditioners, stoves, refrigerators, freezers, etc.) or household hazardous waste (including paint, cleaners, and any items containing mercury etc.). If CUSTOMER should question whether VINTAGE TECH will accept an item, CUSTOMER shall inquire of VINTAGE TECH promptly.

VINTAGE TECH shall comply with any and all legal requirements with respect to data protection, erasure and/or destruction, including, without limitation, compliance with National Institute of Standards and Technology ("NIST") 800-88, the Health Insurance Portability and Accountability Act ("HIPAA"), the Federal Information Security Management Act ("FISMA"),

SECTION 2: TERM

Subject at all times to Section 8 herein, the term of this Agreement shall be twelve (12) months, commencing on the Effective Date and ending on September 8th, 2014 (the "Term"). The Parties, if mutually agreed upon in writing, may extend the Agreement for an additional twelve (12) month period beginning at the conclusion of the Term.

Section 3: COLLECTION SITE INFORMATION

CUSTOMER will provide sufficient parking lot space to conduct one day collection events. The event location is located but not limited to:

City of Portland
259 Kent Street
Portland, MI 48875

CUSTOMER will provide written notice to VINTAGE TECH of any change to the location of the warehousing facility or event site.

The following equipment/materials must be provided by CUSTOMER at the above site:

- **Promotional Advertising**
- **Sufficient Parking lot space**
- **Access to restroom facilities**
- **Sufficient Volunteers (If available)**

SECTION 4: REPORTING

Within thirty (30) days of pick up or delivery of any CUSTOMER materials allowed hereunder, VINTAGE TECH will provide CUSTOMER with a detailed summary of the amount (pounds) of material processed. The materials will be categorized into five categories: monitors, computers, televisions, printers and miscellaneous (Non EED's and CED's), and will be sent via email to the following (it being acknowledged that CUSTOMER must provide notice in writing to VINTAGE TECH of a change of contact person for this purpose):

Thomas Dempsey
citymanager@portland-michigan.org
259 Kent Street, Portland, MI 48875
(517) 647-2931

SECTION 5: METHOD OF PAYMENT

VINTAGE TECH will provide the services listed above at no cost to the CUSTOMER.

Volume Reporting and Certificate of Recycling Shall be returned in NET 30 terms.

All material will be processed and weighed at VINTAGE TECH'S facility. The processing facility is currently located at:

Vintage Tech, LLC
4601 DeWitt Road
Canton, MI 48187
630-305-0922

SECTION 6: CHANGES

CUSTOMER or VINTAGE TECH may, from time to time, require or request changes in the scope of services to be performed hereunder. Such changes, which are mutually agreed upon by and between CUSTOMER and VINTAGE TECH, shall be incorporated only in written amendments to this Agreement.

SECTION 7: INDEMNIFICATION

VINTAGE TECH agrees that it will indemnify and hold CUSTOMER, its officers, directors, employees, and agents (collectively the "Customer Indemnitees") harmless from and against all claims, actions, damages, losses, costs, liabilities and judgments of any nature recovered from or asserted against Customer Indemnitees on account of (i) VINTAGE TECH'S breach of this Agreement; or (ii) any injury or damage to person, including death, or property, but only to the extent that any such damage or injury, including death, may be incident to, arise out of, or be caused by VINTAGE TECH. Nothing herein shall be construed to require VINTAGE TECH to indemnify and hold harmless Customer Indemnitees from and against any claims, actions, damages, losses, costs, liabilities and judgments of any nature recovered from or asserted against Customer Indemnitees on account of any injury or damage to person, including death, or property to the extent that any such damage or injury, including death, may be incident to, arise out of, or be caused by Customer Indemnitees, including, without limitation, any matters arising from or related to the condition of any location from which electronics are collected hereunder.

CUSTOMER agrees that it will indemnify and hold VINTAGE TECH, its parents, subsidiaries, affiliates, officers, directors, employees, and agents (collectively the "Vintage Tech Indemnitees") harmless from and against all claims, actions, damages, losses, costs, liabilities and judgments of any nature recovered from or asserted against Vintage Tech Indemnitees on account of (i) CUSTOMER's breach of this Agreement; (ii) any injury or damage to person, including death, or property, but only to the extent that any such damage or injury, including death, may be incident to, arise out of, or be caused by CUSTOMER; or (iii) the condition of any location from which electronics are collected hereunder. Nothing herein shall be construed to require CUSTOMER to indemnify and hold harmless Vintage Tech Indemnitees from and against any claims, actions, damages, losses, costs, liabilities and judgments of any nature

recovered from or asserted against Vintage Tech Indemnites on account of any injury or damage to person, including death, or property to the extent that any such damage or injury, including death, may be incident to, arise out of, or be caused by Vintage Tech Indemnites.

During the term of this Agreement, each of VINTAGE TECH and CUSTOMER shall maintain (i) commercial general liability insurance covering such party against any claims arising out of liability for bodily injury, death, and property damage which may arise out of or be based upon any act or omission of such Party, or any of such Party's employees, contractors or agents, under this Agreement, with limits of not less than One Million Dollars (\$1,000,000) annual general aggregate; (ii) automobile insurance coverage with limits of not less than One Million Dollars (\$1,000,000) annual general aggregate; and (iii) workers' compensation and employers' liability insurance in any state in which such Party may be subject to any statutory or other liability arising in any manner whatsoever out of the actual or alleged employment of others. Each Party shall provide the other Party certificates from its insurers with respect to the above coverage requirements upon request.

SECTION 8: TERMINATION

A Party may terminate this Agreement upon written notice to the other Party as follows: (i) in the event the other Party materially breaches this Agreement and fails to cure such breach(es) within thirty (30) days after receipt of written notice describing the breach(es) in reasonable detail; (ii) the filing of bankruptcy, receivership or similar proceedings (voluntarily or involuntarily) by the other Party; (iii) the dissolution, liquidation or other discontinuation of all or a significant part of the other Party's business operations for a continuous period of fifteen (15) days; or (iv) VINTAGE TECH may terminate this Agreement on thirty (30) days written notice to CUSTOMER upon the occurrence (as determined solely by VINTAGE TECH) of any of the following: (a) a material change in commodity prices; (b) OEM funding adjustments which will negatively affect the profitability of the collection program described herein for VINTAGE TECH; (c) changes in the marketplace which would require VINTAGE TECH to provide and/or fund a new service in order to fulfill this Agreement; (d) a material increase in fuel and/or transportation costs; or (e) an adverse change in costs to VINTAGE TECH related to E-Steward approved downstreams. In the event of a termination of this Agreement for any reason, the Parties will be paid for services performed or amounts due for material processed up to the date of such termination and not thereafter.

SECTION 9: CONFIDENTIALITY

The Parties agree to keep the terms of this Agreement except to the extent disclosure is required by law or to a Party's employees or other agents with a need to know of this Agreement in order for such Party to perform its obligations hereunder.

SECTION 10: NON-SOLICITATION OF EMPLOYEES

During the term of this Agreement, and for a period of six (6) months following the termination of this Agreement for any reason, neither Party shall, directly or indirectly, acting on its own behalf or on behalf of any other person, partnership, corporation, limited liability company or other entity, solicit or induce, or attempt to solicit or induce, any employee of the other Party to terminate or modify his or her employment with the other Party. Notwithstanding the foregoing, the foregoing shall not (i) apply to any hiring as a result of public solicitations not directly aimed

at employees of a Party; or (ii) prevent a Party from hiring any individual who has terminated employment with the other Party and who thereafter contacts such Party on his or her own initiative without any direct or indirect solicitation by or encouragement from such Party.

SECTION 11: NOTICES

Unless otherwise specified, any notice, demand or request required hereunder shall be given in writing at the addresses set forth below, by any of the following means: (a) personal service during regular business hours; (b) facsimile transmission during regular business hours; (c) overnight courier; or (d) first class mail properly addressed with postage prepaid and deposited in the U. S. Mail. Any notice, demand or request served personally or by facsimile transmission as aforesaid shall be effective upon receipt. Any notice, demand or request served by overnight courier shall be deemed received on the business day immediately following deposit with the overnight courier. Any notice, demand or request served by U.S. mail shall be deemed received two (2) business days following deposit in the mail. Notices shall be served at the following addresses or at such other place as the Parties may from time to time designate in writing by notice given hereunder:

If to VINTAGE TECH: Vintage Tech, LLC
1105 Windham Parkway
Romeoville IL 60446
President: Karrie Gibson

If to CUSTOMER: City of Portland
259 Kent Street
Portland, MI 48875
Attn: Thomas Dempsey

SECTION 12: GENERAL

- A. Compliance with Laws. The Parties shall at all times observe and comply with all applicable federal, state and local laws, statutes, ordinances, rules, regulations, codes and executive orders, now existing or hereinafter in effect, which may in any manner affect the performance of this Agreement.
- B. Counterparts; Facsimile Signatures. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which, taken together, shall constitute a single, integrated instrument. Facsimile signatures shall be treated as originals.
- C. Governing Law; Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to the principles of

conflicts of law thereof. Any causes of action arising from or related to this Agreement shall be resolved in the circuit courts located in the county of VINTAGE TECH's then-current corporate headquarters.

- D. Entire Agreement; Modification. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes any prior agreements, negotiations and discussions. This Agreement may not be modified or amended in any manner without the prior written consent of the Parties hereto. No provision of this Agreement may be waived or discharged orally or by any course of dealing, but only by an instrument in writing signed by the Party benefited by such provision.
- E. Severability. If any provision of this Agreement or any application thereof is held invalid or unenforceable, the remainder of this Agreement shall be construed as if such invalid part were never included herein and this Agreement shall be and remain valid and enforceable to the fullest extent permitted by law.
- F. Costs of Enforcement. In the event of any claims or other causes of action arising from or related to this Agreement, the prevailing Party shall be entitled to recover its reasonable costs and expenses (including, without limitation, attorneys' fees and expenses) from the non-prevailing Party.
- G. Survival. Notwithstanding anything in this Agreement to the contrary, any and all provisions of this Agreement intended to survive the termination of this Agreement shall so survive, including, without limitation, Sections 5, 7, 9 and 11 herein.

VINTAGE TECH, LLC

CITY OF PORTLAND

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

EXHIBIT A

ITEMS TO BE RECYCLED

Accepted Electronics

Computers	MP3/iPods/etc
Laptops	Phones
Servers	UPS Batteries
Monitors	Copiers
Printers	Typewriters
TV's	Cash Registers
Fax/ Scanners	Networking Equipment
DVD/ Stereos/VCR'S	Satellite Dishes
Video Game Consoles	Cable Boxes
Peripherals-Mice/Keyboards	DVD players
PDA/Cell Phones	VCRs
All Computer Parts	

Household Items(Accepted, but not funded)

Vacuum cleaner (without bag)	Holiday Lights
Carpet sweepers (corded or Rechargeable)	Massagers
Blenders (Without Glass)	Radios
Mixers	Clocks
Coffee makers	Heaters
Bread makers	Fans
Fryers	Cameras
Irons	Phones
Food sealing equipment, Electric knives	Remotes
Shaving equipment	Toaster Ovens
Hair cutters	Microwaves
Hair dryers	Metal tools (drills, screwdrivers, small saws, sanders, etc)
Tooth brushes	

Non Accept Items

White Goods
 Refrigerators,
 Dish Washers,
 Stoves, etc.

Freon Containing Items
 Air Conditioners,
 Dehumidifiers

Light Bulbs
Liquids
Items containing Liquids
Household Batteries:
 AA, AAA, D, C,

Lithium Batteries
VHS Cassette Tapes
Mercury Switches
Thermostat

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Tuesday, September 3, 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; Police Chief Knobelsdorf

Guests: Nicole Sunstrum, Candidate for City Council; 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 Proposed Revised 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.

City Manager Dempsey also reported that he, Fire Chief John Baker, and Water Superintendent Ken Gensterblum had met with John Schipper of ISO to go over the City's water system to update the City's ISO rating which is currently a 5 on a scale of 1 to 10. This is a good rating for a community the size of Portland. City Manager Dempsey is hopeful the City's rating will move up to a 4 with the improvements made to the water system since the last rating update. The City has constructed a new 400,000 gallon water tower, added Well #7 near Portland High School, added new water mains, and increased the size of some water lines from 4" to 8". The City will publish the new ratings when they are received so City residents can possibly get improved insurance rates.

City Manager Dempsey had a successful meeting with representatives of Consumers Energy to discuss updating the Franchise Ordinance. Past discussions have not been successful as Consumers Energy did not want to keep language that would require them to replace lines older than 1960 and that would require them to work towards moving lines from under City streets. An agreement on language that keeps these requirements was made. The proposed Ordinance will be presented to the City Council for a 1st Reading at its September 16th meeting.

The 1st day of school for Portland Public Schools was today. Watch out for children walking to and from school.

The Parks and Recreation Department held a very successful Labor Day Bridge Walk yesterday with approximately 90 people participating.

Under Presentations, DDA/Main Street Director Reagan gave a report on Downtown activities. Portland Pay Day was once again a success in downtown Portland with 18 businesses participating this year and 9,294 entries. At \$10 per entry, Portland Pay Day helped to keep \$92,940 in the Portland Community. Over the past five years, this shop local campaign has helped to keep \$339,940 in participating businesses. Special thanks to Cathy McCann, one of the owners of Around the Block Quilt Shop for soliciting the businesses to participate, planning the prize party, and working hard to make this a successful event.

“Wine the Walk” was held Saturday, August 17th from 4:00 – 11:00 P.M. on the Boardwalk and brought in over 500 people to downtown Portland. This fun-filled event featured craft beer and Michigan made wines.

Simon Insurance received a Sign Incentive Grant awarded by the Portland Main Street Design Committee based on creative signage.

Holidayfest will be held November 22nd and 23rd this year. Events include the snowball drop, carriage rides and other fun events including the Holidayfest parade.

The Main Street Organization and Finance Committee will not be holding Oktoberfest this year but plans to host the 5K Big Beer Run on Saturday, October 19th.

Under New Business, was the Second Reading and consideration 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 to 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 for noncompliance with land division approval requirements. The ordinance was prepared after City Manager Dempsey provided the Council with a memo at the July 15th meeting stating that County Treasurer July Clark had 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 an application in order to eliminate “stand alone” years on delinquent taxes. When a parcel is split or combined and there are delinquent taxes on the prior years, the new parcel number will not show the delinquent taxes. This is a problem for new owners who are not aware of the delinquent taxes and makes collecting delinquent taxes more difficult for the County. As part of the memo City Manager Dempsey recommended revising the ordinance to include sections that would detail application standards, procedure, approval standards, and consequences for noncompliance that could be processed administratively rather than presenting the application to the Planning Commission for a recommendation to the City Council.

Motion by VanSlambrouck, supported by Calley, to approve 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 to 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 for noncompliance with land division approval requirements.

Yeas: VanSlambrouck, Calley, Krause, Barnes

Nays: Fabiano

Adopted

The Council considered Resolution 13-69 to amend the Budget for Fiscal Year 2013-2014.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-69 to amend the Budget for Fiscal Year 2013-2014.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-70 to approve the Planning Commission's recommendation to approve a Parcel Division Application for the property at 246 Quarterline St. The house at 246 Quarterline St. was destroyed by fire and the vacant lot was purchased by the neighbor to the south, Inez Leik. On August 2nd Ms. Leik filed a Parcel Division Application to split the property at 246 Quarterline St. adding the south half to her parcel at 238 Quarterline St. and the north half to her neighbor's property at 300 Quarterline St. On August 26th, the Planning Commission held a Special Meeting at which it reviewed and recommended approval of Ms. Leik's application.

Motion by Fabiano, supported by VanSlambrouck, to approve Resolution 13-70 approving the Planning Commission's recommendation to approve a Parcel Division Application for the property at 246 Quarterline St.

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 13-71 to approve the purchase of a used street sweeper and to scrap the two existing units, one of which is obsolete and the other which is not functioning and has been used for parts. City Staff has been looking to purchase a used street sweeper to replace the existing units because the cost of new street sweeper exceeds \$200,000. Frederickson Supply out of Grand Rapids has rebuilt a 1999 Tymco street sweeper that was traded in on a new unit by the Village of Manchester. The City has demonstrated the 1999 Tymco and negotiated a sale price of \$47,000. City Staff recommends Council approve the purchase of the used street sweeper and the scrapping of the existing units.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 13-71 approving the purchase of a used street sweeper and scrapping the existing units.

Yeas: VanSlambrouck, Fabiano, Calley, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 13-72 to approve a Forbearance Agreement for the installation of a 22 year-old mobile home at Sunset View Mobile Home Park in the City of Portland by Lansing Mobile Homes LP. The City has requested that three dilapidated mobile homes be removed from Sunset View Mobile Home Park. City Staff has negotiated an agreement to permit the installation of the 22-year old mobile home in exchange for an agreement to maintain it and remove the three dilapidated mobile homes.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-72 approving a Forbearance Agreement for mobile home installation and removal at 926 Hill St.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes
Nays: None
Adopted

The Council considered Resolution 13-73 to approve Fleis & VandenBrink's (F&V) proposal for engineering services associated with the preparation of a Stormwater Asset Management and Wastewater (SAW) grant application through the Michigan Department of Environmental Quality that is due out in October of this year. F&V has provided a proposal to assist the City in preparing the SAW grant application that would cover 90% of the costs of developing a storm water and wastewater asset management plan, including the cost of the grant application. Under the terms of the proposal F&V would only invoice the City if the application resulted in the City receiving the SAW grant an amount not to exceed \$1,500.

Motion by Krause, supported by Calley, to approve Resolution 13-73 approving Fleis & VandenBrink's proposal for engineering services associated with the preparation of a Stormwater Asset Management and Wastewater (SAW) grant application through the Michigan Department of Environmental Quality.

Yeas: Krause, Calley, VanSlambrouck, Fabiano, Barnes
Nays: None
Adopted

The Council considered Resolution 13-74 to approve the Joint Funding Agreement for the operation of the Streamgaging Station at the hydroelectric plant licensed by the Federal Energy Regulatory Commission (FERC). The City's FERC license requires it to jointly fund the operation of a Streamgaging station on the Grand River at Portland with the U.S. Geological Survey, U.S. Department of the Interior. The Center Director of the U.S. Geological Survey, U.S. Department of the Interior, has sent a new joint funding agreement for the period of October 1, 2013 through September 30, 2014. The City paid \$7,750 to maintain the Streamgaging station from October 1, 2009 until September 30, 2010 and \$7,850 per year to maintain the Streamgaging station from October 1, 2010 until September 30, 2013. The new agreement provides the City will be billed the same \$7,850 for the period of October 1, 2013 through September 30, 2014.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-74 approving, authorizing, and directing the Mayor and City Clerk to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes
Nays: None
Adopted

The Council considered Resolution 13-75 to approve the Board of Light & Power's recommendation to purchase switchgear for a cost not to exceed \$7,196 to connect the Divine Highway and Maynard Rd. circuits. Electric Superintendent Hyland has obtained the first of three quotes for the needed switchgear and is asking for authorization to make the purchase from the low bidder after obtaining two additional quotes. The first quote is from Federal Pacific in the amount of \$7,196. The Board of Light & Power met on August 27th and approved a recommendation that Council approve the purchase of the needed switchgear from the low bidder at a cost not to exceed Federal Pacific's quote of \$7,196.

Motion by Krause, supported by Fabiano, to approve Resolution 13-75 approving the Board of Light & Power's recommendation to purchase switchgear for a cost not to exceed \$7,196.

Yeas: Krause, Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

The Council considered Resolution 13-76 to approve the Board of Light & Power's recommendation to direct the City's Electric Superintendent to sign an Energy Services Project Transaction Authorization to purchase a .5 MW of peak energy. As a member of the Michigan Public Power Agency's (MPPA) Energy Services Project Committee the City of Portland has an opportunity to enter into a transaction to meet a portion of its load requirement for .5 MW of Peak Energy in 2017 that MPPA will transact in the market in the latter half of September 2013 to help the City electric utility maintain compliance with its Risk Management Hedge Policy. The Board of Light & Power held a meeting on August 27th to review the MPPA recommendation that the City purchase .5 MW of Peak Energy for 2017 and terms of the proposed purchases and recommends the City Council approve, authorize, and direct the City's Electric Superintendent to sign an Energy Services Project Transaction Authorization to purchase .5 MW of Peak Energy for 2017, in accordance with the recommendation.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-76 approving the Board of Light & Power's recommendation to approve, authorize, and direct the City's Electric Superintendent to sign an Energy Services Project Transaction Authorization to purchase a .5 MW of Peak Energy.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-77 to appoint an officer delegate to represent the City at the 2013 MERS Conference, October 1-3, 2013, at the Grand Traverse Resort in Acme, Michigan. Each participating municipality may send an employee delegate and an officer delegate to the annual Michigan Employee Retirement System (MERS) Conference. The employee delegate is selected by ballots cast by employees and the officer delegate is appointed by the governing body. City Manager Dempsey recommended the Council appoint Wastewater Superintendent Doug Sherman as the City's officer delegate.

Motion by Calley, supported by VanSlambrouck, to approve Resolution 13-77 appointing Doug Sherman as officer delegate to represent the City at the 2013 MERS Conference.

Yeas: Calley, VanSlambrouck, Fabiano, Krause, Barnes

Nays: None

Adopted

City Manager Dempsey noted that the Consent Agenda includes a purchase order to Municipal Supply in the amount of \$25,498 for the purchase of Orion Endpoint Readers. The City was informed that Badger Meter will be changing distributors in Michigan from Municipal Supply who the City has been working with. Brian Wohlscheid, owner of Municipal Supply, is giving the City a significant discount to order endpoint readers at this time. The City will pay \$127 per reader at this time instead of \$141; the original purchase price per reader.

Motion by Krause, supported by Fabiano, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting held on August 19, 2013, payment of invoices in the amount of \$93,702.00 and payroll in the amount of \$131,177.33 for a total of \$224,879.33. A purchase order to Municipal Supply in the amount of \$25,498.00 for the purchase of Orion Endpoint Readers and to Resco in the amount of \$39,823.20 for the purchase of Kerite wire and high voltage connectors were also included.

Yeas: Krause, Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

Under Council Comment, Mayor Pro-Tem VanSlambrouck thanked all the volunteers that have helped make the Main Street programs successful.

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

Yeas: Fabiano, Krause, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

Meeting adjourned at 7:42 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the September 3, 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; Police Chief Knobelsdorf

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

Second Reading and Consideration 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 to 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 for noncompliance with land division approval requirements.

Four in favor. One opposed. Approved.

Approval of Resolution 13-69 to amend the Budget for Fiscal Year 2013-2014.

All in favor. Approved.

Approval of Resolution 13-70 approving the Planning Commission's recommendation to approve a Parcel Division Application for the property at 246 Quarterline St.

All in favor. Approved.

Approval of Resolution 13-71 approving the purchase of a used street sweeper and scrapping the existing units.

All in favor. Approved.

Approval of Resolution 13-72 approving a Forbearance Agreement for mobile home installation and removal at 926 Hill St.

All in favor. Approved.

Approval of Resolution 13-73 approving Fleis & VandenBrink's proposal for engineering services associated with the preparation of a Stormwater Asset Management and Wastewater (SAW) grant application through the Michigan Department of Environmental Quality.

All in favor. Approved.

Approval of Resolution 13-74 approving, authorizing, and directing the Mayor and City Clerk to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

All in favor. Approved.

Approval of Resolution 13-75 approving the Board of Light & Power's recommendation to purchase switchgear for a cost not to exceed \$7,196.

All in favor. Approved.

Approval of Resolution 13-76 approving the Board of Light & Power's recommendation to approve, authorize, and direct the City's Electric Superintendent to sign an Energy Services Project Transaction Authorization to purchase a .5 MW of Peak Energy.

All in favor. Approved.

Approval of Resolution 13-77 appointing an officer delegate to represent the City at the 2013 MERS Conference.

All in favor. Approved.

Approval of the Consent Agenda - Motion by Krause, supported by Fabiano, to approve the Consent Agenda.

All in favor. Approved.

Adjournment – Motion by Fabiano, supported by Krause, to adjourn the regular meeting at 7:42 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
GRANGER CONTAINER SERVICE	00175	RECYCLING - REFUSE	1,169.70
GRANGER CONTAINER SERVICE	00175	REFUSE - WASTE WATER	148.40
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - POL,ELEC, FIRE AUTHORITY	364.00
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	107.15
HYDRO DESIGNS, INC.	01308	INSPECTION & REPORTING - WATER	465.00
KEUSCH SUPER SERVICE	00228	PLUG GATOR TIRE - CEMETERY	10.00
MICHIGAN AMATEUR SOFTBALL ASSO	00248	FALL TEAM REGISTRATIONS-RECREATION	147.00
MENARDS	00260	TRASH CANS - PARKS	141.10
MICHIGAN ELECTION RESOURCES	00278	QVF VOTER ID CARD - ELECTIONS	34.70
MICHIGAN COMPANY, INC.	00273	SHEILA SHINE ATINLESS STEAL - CEMETERY	170.00
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	2,551.00
MUNICIPAL SUPPLY CO.	00324	WHITE PAINT FOR TRAIL CROSSING-PARKS	127.50
MUNICIPAL SUPPLY CO.	00324	VALVE OPERATING WRENCH- WASTE WATER	85.50
MUNICIPAL SUPPLY CO.	00324	RUBBER METER GASKET, LID MOUNTING KIT-WTR	96.00
POLLY PRODUCTS LLC	01137	BENCH BOARD- PARKS	97.00
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	59.70
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	92.30
VERIZON WIRELESS	00470	PHONE SVC-CTY MGR, CEM, PRK, AMB, ELEC	365.33
DUANE CROSS	00642	WRENCHES - ELECTRIC	450.35
FAMILY FARM & HOME	01972	TIRE FOAM, FAN - ELECTRIC	317.76
UNDERWRITERS LABORATORIES INC.	01982	GROSS ALPHA TESTING WELL #7- WATER	65.00
MUNICIPAL SUPPLY CO.	00324	METER BRONZE - WATER	1,683.06
MUNICIPAL SUPPLY CO.	00324	ORION REM & RTR KIT - WATER	298.70
MUNICIPAL SUPPLY CO.	00324	RED MARKING FLAGS - ELECTRIC	96.00
B&W AUTO SUPPLY, INC.	00030	PARTS, SUPPLIES -CEM, PARKS, AMB, ELEC, WW, MP	675.01
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR- ELECTRIC	225.00
GANNETT MICHIGAN NEWSPAPERS	00236	LEGAL NOTICES - GEN, CODE	443.28
TOM'S FOOD CENTER	00452	SUPPLIES, PARTS- VARIOUS DEPTS	827.22
STATE OF MICHIGAN	00428	SALES TAX - ELECTRIC	14,620.16

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
BUSINESS CARD	02075	COMPUTER, MISC EXP - ASSESSOR, ECON DEV	1,072.82
BARYAMES CLEANERS INC	01692	UNIFORM DRY CLEANING - POLICE	64.40
PORTLAND TOWNSHIP TREASURER	00371	ANNEXATION AGREEMENT - COMM PROMO	4,342.35
KEUSCH SUPER SERVICE	00228	TIRE INSTALL FOR WOODS MOWER- CEMETERY	45.49
RESCO	00392	WIRE & CONNECTORS- ELECTRIC	21,457.97
RESCO	00392	WIRES & CONNECTORS - ELECTRIC	17,281.69
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	160.00
CHROUGH COMMUNICATION, INC.	00082	MAINTENANCE CONTRACTS - POLICE	115.30
CHROUGH COMMUNICATION, INC.	00082	MAINTENANCE CONTRACTS - ELECTRIC	78.00
MERS OF MICHIGAN	00704	REGISTRATION FEE - GENERAL	490.00
STAPLES BUSINESS ADVANTAGE	00426	PAPER, SUPPLIES, - VARIOUS DEPTS	387.20
CITY OF WYOMING-TREASURER'S OFFICEMISC		GRAPHICS FOR NEW PATROL VEHICILE-MTR POOL	906.19
MWEA OFFICE	01347	MEMBERSHIP DUES - WASTE WTR	60.00
NICOLE KLEIN	MISC	REFUND FLAG FOOTBALL - REC	25.00
ED FILTER	00540	UMPIRES - REC	69.00
JEREMY BABBIT	02184	UMPIRES - RECREATION	46.00
TAYLOR WILCOX	02159	SCOREKEEPERS - REC	13.00
ALYSSA PUNG	02160	SCOREKEEPERS - REC	32.50
ALLISON RUSSELL	01954	SCOREKEEPERS - REC	19.50
BLUE TARP FINANCIAL INC.	02219	SUPPLY ORGANIZATION FOR CLOSET - AMBULANCE	201.13
SEBEWA TOWNSHIP	01125	AMB RUN REIMB - AMBULANCE	141.26
VILLAGE OF WESTPHALIA	00482	REIMBURSE RUNS - AMBULANCE	170.00
ORANGE TOWNSHIP	01167	REIMBURSE RUNS - AMBULANCE	477.95
LYONS TOWNSHIP	00247	REIMBURSE RUNS - AMBULANCE	1,383.79
VILLAGE OF PEWAMO	00350	REIMBURSE RUNS - AMBULANCE	1,320.94
WESTPHALIA TOWNSHIP	00481	REIMBURSE RUNS - AMBULANCE	2,387.80
HYDRO DYNAMICS	02203	SERVICE CALL -WASTE WTR	570.00
BOUND TREE MEDICAL LLC.	01543	AMB SUPPLIES - AMBULANCE	488.85
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	490.09

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MICHIGAN CHLORIDE SALES, LLC.	00270	GALLONS CHLORIDE - LOC STS	180.15
MICHIGAN CHLORIDE SALES, LLC.	00270	GALLONS CHLORIDE - LOC STS	180.30
MOYER CONSTRUCTION	00316	CONCRETE FOR SIDEWALK- COMM PROMO	499.00
ABRAHAM & GAFFNEY, P.C.	00002	PROGRESS BILLING FOR AUDIT END 6/30-VAR DEPTS	13,000.00
AECOM TECHNICAL SERVICES	01810	PORTLAND DAM MANAGEMENT-ELECTRIC	2,180.00
FLEIS & VANDENBRINK	00153	ENG SVC 2014 ST IMPROV-LOC ST, WTR, WW	313.37
HASSELBRING-CLARK	02073	QTRLY MA COPY MACH-POL, FIRE, CODE, AMB	136.48
IONIA COUNTY TREASURER	00209	COUNTY ROAD PATROL -POLICE	1,182.03
LA CROSSE FORAGE & TURF	02112	MI GREEN LAWN-CEM, PARKS, ELECTRIC	541.50
ERIK LITTS	01797	CONFERENCE REIMB - ASSESSING	250.68
MHR BILLING	01780	AUGUST BILL SERVICE - AMBULANCE	1,062.00
MICHIGAN MUNICIPAL ELECTRIC AS	00283	CONFERENCE FALL MEETING - ELECTRIC	1,000.00
PLEUNE SERVICE COMPANY INC.	00741	QUARTERY INSPEC 30% FILTERS INCLD-GENERAL	713.00
PLEUNE SERVICE COMPANY INC.	00741	REPAIR/REPLACE ALL BELTS - GENERAL	289.25
PORTLAND AREA FIRE AUTHORITY	02128	SECOND QUARTER SERVICES -FIRE	21,059.98
ROBERT W BAIRD & CO.	01715	2013 GEN OBLIGATION LIMITED TAX BOND-	5,000.00
SYNAGRO	01889	BIOSOLIDS HAULING - WASTE WTR	5,781.60
WINTERS GORMAN PLLC	02072	LEGAL SERVICES - POLICE	800.00
MENARDS	00260	CEMENT PATCH/CHAIR - MAJ ST/LOC ST/ WATER	199.79
MARK SPOHN	02110	MOWING SERVICE - COMM PROMO	230.00
LEXISNEXIS RISK DATA MANAGEMENT INO	1309	PEOPLE SEARCHES - GEN, POLICE	50.00
MUNICIPAL ADVISORY COUNCIL OF MI	02067	OVERLAPPING DEBT AS OF 6/30/13- GENERAL	100.00
LEVI BEARD	02103	STUMP REMOVAL - CEMETERY	209.95
GRANGER CONTAINER SERVICE	00175	6 YD REAR LOADER - CEM, PARKS, MTR POOL	364.00
GRANGER CONTAINER SERVICE	00175	REFUSE SVC - REFUSE	7,248.57
COOK BROS EXCAVATING	00101	YARDS OF CEMENT GRAVEL - LOC STS, MAJ STS	58.75
DORNBOS, SIGN & SAFETY, INC.	00067	SIGNS - MAJ STS, LOC STS	167.60
FREDRICKSON SUPPLY LLC	02104	WASHER/ ORING - MOTOR POOL	24.78
FREDRICKSON SUPPLY LLC	02104	LEADER HOSE/FITTINGS - MOTOR POOL	336.46

Date: 09/12/13

CITY OF PORTLAND INVOICE REGISTER

Page:

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PLEUNE SERVICE COMPANY INC.	00741	ANNUAL CSDI BOILER INSPECTION - WASTE WTR	169.00
WEX BANK	02181	MOTOR OIL & FUEL - ELECTRIC, MTR POOL	6,826.97
MICHIGAN COMPANY, INC.	00273	SUPPLIES - CEMETERY, CITY HALL	729.73
CENTURYLINK	01567	TELEPHONE SVC - VAR DEPTS	31.10
CINTAS-725	00083	UNIFORM & RUG CLEANING - VAR DEPTS	663.12
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE, MILEAGE REIMB- CTY MGR, GEN, WW, WTR EL	923.35
CITY OF PORTLAND- POLICE PETTY CAS00701		SUPPLIES - POLICE	83.63
Total:			152,817.28

BI-WEEKLY
WAGE REPORT
September 16, 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.	8,689.80	52,221.56	2,737.61	27,187.59	79,409.15
ASSESSOR	2,215.26	7,960.90	749.96	2,595.99	10,556.89
CEMETERY	4,183.92	23,671.34	1,211.01	7,955.90	31,627.24
POLICE	12,336.65	74,681.51	1,744.65	25,827.81	100,509.32
CODE ENFORCEMENT	543.29	3,584.19	183.92	1,279.90	4,864.09
PARKS	2,618.80	20,043.49	523.70	3,946.83	23,990.32
INCOME TAX	1,418.39	8,503.21	474.69	5,639.56	14,142.77
MAJOR STREETS	2,708.62	16,390.76	1,094.42	11,727.27	28,118.03
LOCAL STREETS	1,543.17	10,111.43	623.23	7,262.81	17,374.24
RECREATION	1,964.80	11,753.80	662.00	5,619.41	17,373.21
AMBULANCE	6,414.06	54,964.67	1,607.35	12,428.34	67,393.01
DDA	1,614.95	9,662.35	546.72	3,350.68	13,013.03
ELECTRIC	15,466.93	100,310.63	5,913.00	54,130.81	154,441.44
WASTEWATER	7,988.54	48,204.37	2,939.98	26,673.98	74,878.35
WATER	4,650.59	29,631.31	1,763.43	14,981.61	44,612.92
MOTOR POOL	2,034.78	12,988.52	821.97	8,561.71	21,550.23
TOTALS:	76,392.55	484,684.04	23,597.64	219,170.20	703,854.24

BI-WEEKLY CASH BALANCE ANALYSIS
9/16/2013

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	253,726.96	129,688.73	88,846.15			294,569.54	235,000.00	529,569.54
INCOME TAX	10,085.40		2,995.63			7,089.77	10,000.00	17,089.77
MAJOR STREETS	193,564.74		4,972.71			188,592.03	-	188,592.03
LOCAL STREETS	31,153.86	4,191.62	3,091.70			32,253.78	-	32,253.78
RECREATION	4,772.59	3,400.00	3,578.80			4,593.79	-	4,593.79
AMBULANCE	198,887.06	46,073.25	17,423.31			227,537.00	-	227,537.00
CAPITAL IMPROVEMENT-STREETS	(677.00)		5,000.00	1,400,000.00		1,394,323.00		1,394,323.00
REFUSE COLLECTION	24,505.30	2,688.68	9,184.69			18,009.29	-	18,009.29
ELECTRIC	278,797.79	78,445.37	186,093.18			171,149.98	575,000.00	746,149.98
WASTEWATER	20,291.73	15,834.87	23,344.63			12,781.97	-	12,781.97
WATER	518,189.48	14,156.18	12,736.54			519,609.12	420,000.00	939,609.12
MOTOR POOL	13,902.86	3,223.81	11,754.31			5,372.36	-	5,372.36
DDA	34,539.44					34,539.44	-	34,539.44
TOTALS:	1,581,740.21	297,702.51	369,021.65	1,400,000.00	-	2,910,421.07	1,240,000.00	4,150,421.07
* CASH IN TIME CERTIFICATES							355,000.00	355,000.00
**INVEST IN TIME CERTIFICATES							170,000.00	170,000.00
							130,000.00	130,000.00
							346,952.83	346,952.83
							285,264.11	285,264.11
							166,382.71	166,382.71
							61,612.18	61,612.18
							100,018.61	100,018.61
							2,855,230.44	5,765,651.51

PORTLAND POLICE DEPARTMENT

STATISTICAL REPORT

August 1st – August 31st, 2013

COMPLAINTS:

• DISPATCHED :	122 COMPTS	50 HRS 30 MINS
• PATROL ORGINATED:	20 COMPTS	28 HRS 45 MINS
• FOLLOW-UP:	39 COMPTS	13 HRS 15 MINS
• ASSISTING	31 COMPTS	17 HRS 15 MINS

TRAFFIC:

• STOPS:	109
• CITATIONS:	55
• VERBAL WARNINGS:	69
• PARKING:	0

ARREST:

• MISDEMEANOR:	17
• FELONY:	3
• ORDINANCE VIOLATIONS:	2
• JUVENILES	5

CONTACTS:

• PATROL CONTACTS:	459
• BUSINESS CONTACTS:	115
• SUBPOENA SERVICE	27

PORTLAND POLICE DEPARTMENT

REPORT SUMMARY

August 1st – August 31st, 2013

ASSISTS TO OTHER DEPARTMENTS:

August 5th, 2013 Assist to MSP @ Residence on Grand River Lot 100 Domestic Assault.
August 16th, 2013 Assist to MSP @ E Grand River & Silverland with a Car Accident.
August 31st, 2013 Assist to IOSH@ 7884 Emery Rd on a Home Invasion suspect is out on foot

CASE SUMMARY:

On August 1st, 2013 Officer Groenhof was dispatched to Grape St on solicitors, soliciting without permits. Ofc. Located the subjects and found one of them to have an outstanding warrant for their arrest. They were taken to Ionia Co and lodged

On August 6th, 2013 Ofc. Teitsma took a complaint from our DPW on some paint cans that someone disposed of in our dumpsters. Ofc. Teitsma followed up with Sherwin Williams and located the person who had purchased the paint. They lived on Clintonia and were advised to come get their paint cans. They indicated it was an accident that they got thrown in the trash with other boxes

On August 2nd, 2013 Sgt. Ludwick stopped a subject for driving on a suspended license on Grand River and Divine Hwy. The subject was also found to have three outstanding warrants for his arrest out of Texas. Texas indicated they would extradite so the subject was taken to the County to be lodged.

On August 12th, 2013 Officer Heald found a gentleman camping in Community Park. Subject stated he was homeless and he is one of our registered sex offenders. He was advised to leave and not to be in any park after dark. Three hours later Chief Knobelsdorf received a complaint from Parks and Rec. that the garbage can in the bathroom at Community Park had been set on fire and there was damage to the interior of the bathroom. The subject was located the next day but denied being involved. We had a few more cases of damage to our city parks. On August 27th the garbage can at Brush St park was set on fire. Ofc Thomas investigated the incident and identified four Juveniles that were involved in the fire. A petition is pending at the prosecutor's office.

On August 18th, 2013 Officer Heald observed several young males standing in the middle of Lincoln and Bridge St at 03:00 in the morning. Ofc. Heald went to make contact with the subjects but they fled on foot. One of the subjects, who resided on James St, got in a vehicle to make his escape. Ofc. Heald caught up with the subject and subsequently found him to be in possession of Marijuana. This subject is also a person that neighbors have complained about selling controlled substances on James Street. The subject was issued for Possession but Ofc. Heald is in the process of obtaining a search warrant for the subject's phone for possible delivery charges.

PORTLAND POLICE DEPARTMENT

INDIVIDUAL STATISTICS

August 1st- August 31st, 2013

SGT. REBECCA LUDWICK:

Dispatch Compts:	25	15 Hrs 00 Mins	Traffic Stops:	14
Self-Initiated Compts:	6	7 Hrs 15 Mins	Citations:	12
Follow-up:	16	7 Hrs 15 Mins	Warnings:	5
Assisting	10	8 Hrs 30 Mins	Arrests:	5

OFC. TOM TEITSMA:

Dispatch Compts:	32	76 Hrs 00 Mins	Traffic Stops:	3
Self-Initiated Compts:	0	00 Mins	Citations:	0
Follow-up:	2	.5Hr	Warnings:	5
Assisting	3	0Hrs 00 Mins	Arrests:	0

OFC. TIM GROENHOF:

Dispatch Compts:	8	8 Hrs 00 Mins	Traffic Stops:	28
Self-Initiated Compts:	4	2 Hrs 30 Mins	Citations:	21
Follow-up:	5	5 Hrs 00 Mins	Warnings:	17
Assisting	2	5Hrs 00 Mins	Arrests:	09

OFC. TOM HEALD:

Dispatch Compts:	6	2 Hrs 30 Mins	Traffic Stops:	23
Self-Initiated Compts:	4	2 Hrs 30 Mins	Citations:	7
Follow-up:	0	0 Hrs 00 Mins	Warnings:	14
Assisting	4	4 Hrs 30 Mins	Arrests:	2

OFC. STAR THOMAS:

Dispatched Compts:	24	13 Hrs 15 Mins	Traffic Stops:	16
Self-Initiated Compts:	5	4 Hrs 15 Mins	Citations:	11
Follow-up:	11	4 Hrs 30 Mins	Warnings:	8
Assisting:	5	2 Hrs 00 Mins	Arrests:	7

CHIEF. JIM KNOBELSDORF:

Dispatched Compts:	16	10 Hrs 30 Mins	Traffic Stops	20
Self-Initiated Compts:	3	1 Hrs 45 Mins	Citations	5
Follow-up:	5	00 Hrs 30 Mins	Warnings	15
Assisting	8	6 Hrs 00 Mins	Arrests:	0

PORTLAND POLICE DEPARTMENT

COUNTY REPORT

August 1st – August 31st, 2013

TRAFFIC:

- STOPS: 6
- CITATIONS: 1
- WARNINGS: 5
- STATIONARY RADAR: 1 HRS 40 MINS
- PARKING: 0

ARRESTS: 1

CONTACTS:

- PATROL CONTACTS: 8
- PROPERTY CHECKS: 12

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR AUGUST 2013

NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of August 2013. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated and discharged 10.0 million gallons for the month of August.

Jim Minster and Brian House were here on August 1, 2013 to reevaluate the hydraulics on the Raw Sewage pumping and the associated problems with the pumps. Upon their examination they found that the #3 check valve was not working freely and needed to be corrected. All three check valves were checked for binding and proper opening/closing and all moving parts were lubricated. They also said that we need a pinch valve in the Raw Sewage sample line to control the flow rate thru the sampler. This will not stop the plugging of the sample line but will stop the recycle flow to the Wet Well which will help the pumps. My question is why was this not addressed during the design process and now they want to place the responsibility on the WWTP. Our NPDES permit requires a 24 hour composite sample that is representative of our influent flow. With the line plugging randomly, this is not possible. We have implemented recording the daily operating temperatures and discharge pressures of the pumps to substantiate our claims. Currently the #1 pump failed completely and is out for repair. The #3 pump continues to vibrate more than normal. A brush attachment was installed on the grinder by WWTP personnel to assure that the rags are being reduced to the proper size. The sampler still plugs randomly. Rich Grant, from Fleis & Vandenbrink, has acted as a mediator on our behalf. The issues have still not been resolved.

The WWTP personnel did a close examination of the East final clarifier to get to the source of the RAS flow problem. The RAS line and center well of the clarifier were evacuated and the push camera was used to inspect both while recording to a DVD. No obstructions were found. During the process, the WWTP workers noted that the lower torque tube seal was missing and that a 3/16" gap existed where the tube passes through the split bearing seal plate. This was confirmed by Barry Simescu from Dubois-Cooper and the manufacturer, Walker Process Equipment. The missing seal was found on a shelf with the spare parts. This was apparently never installed during construction. FHC has been contacted and we are awaiting their installation of the seal. The clarifier will then be restarted when the seal is in place.

The WWTP workers completed two small projects at the WWTP. Hangers were installed to store the large orange wash down hoses. This will keep them up off of the sidewalks and lawn which will help to prevent accidental tripping. A JWC provided brush attachment was installed on the rag grinder. This will help keep the grease accumulation off of the screen drum which allows the grinder to operate with the proper upstream and downstream head. This will allow the grinder to shred any rags to the specified size.

A quote was received from Mersino Bypass Pumping form Wyoming, MI as part of our contingency plan should our Raw Sewage pumps fail while we are still resolving the existing pumping problems.

Pleune performed the MIOSHA required annual boiler inspection. It passed with flying colors.

Synagro was here on August 30 to haul the Biosolids for land application. This hauling was right on schedule and I anticipate them hauling again at the end of November/1st of December.

Tom Dempsey and Doug Sherman met with Paul Galdes and Rich Grant to discuss the SAW Grant application and budget. This will have to be submitted by early December.

Maintenance & Capitol Expenses for August 1, 2013 to August 31, 2013

ITEM	COST
Tom's Do It Center – Misc. hardware, Distilled H2O	\$ 81.56
USA Bluebook – Gloves & telescoping pole.	\$ 398.47
NCL – Laboratory supplies	\$ 53.08
B&W Automotive – Clevis's	\$ 29.96
Wolverine Power – Generator Testing	\$ 1481.66
Star Crane & Hoist – Annual hoist inspection	\$ 147.00
Total Expenses	<u>\$ 2191.73</u>
Total Spent YTD	\$ 5252.02

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	3830 feet
Routine cleaning	794 feet
Sewer call outs due to building services	4
Sewer call outs due to plugged City main	0
New connections to sewer main	0
Building Services TV Inspected	4
Building Services Inspected	0

Portland Light and Power Board EO Report

9/4/2013



Executive Summary:

This report summarizes the year to date activity of your EO programs implemented by Franklin Energy. If you have any questions, please do not hesitate to contact Franklin Energy.

Portland Light and Power Board Summary

Application Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentive	% to Budget
C&I Custom	45,122.00	17,205.50	38.13%	\$3,402.00	\$1,400.20	41.16%
Pipeline : 1		17,205.50	38.13%		\$1,400.20	41.16%
C&I Prescriptive	160,465.00	96,599.57	60.20%	\$12,508.28	\$4,458.50	35.64%
Pipeline : 2		39,990.96	24.92%		\$2,085.00	16.67%
Realized : 12		56,608.61	35.28%		\$2,373.50	18.98%
C&I Combined	205,587.00	113,805.07	55.36%	\$15,910.28	\$5,858.70	36.82%
Pipeline : 3		57,196.46	27.82%		\$3,485.20	21.91%
Realized : 12		56,608.61	27.54%		\$2,373.50	14.92%
Residential HVAC	5,834.00	6,090.00	104.39%	\$2,413.00	\$1,230.00	50.97%
Realized : 7		6,090.00	104.39%		\$1,230.00	50.97%
Small Business DI	13,693.00	14,865.00	108.56%			
Realized : 7		14,865.00	108.56%			

C&I Paid Projects by Month

Month Paid	Presc & Custom Apps	Prescriptive kWh	Custom kWh	Total kWh	Prescriptive Incentives	Custom Incentives	Total Incentives
June	5	25,928		25,928	\$998		\$998
July	2	8,873		8,873	\$612		\$612
August	3	10,871		10,871	\$529		\$529
September	1	7,800		7,800	\$75		\$75
2013 YTD	11	53,473	0	53,473	\$2,214	\$0	\$2,214
2013 Goals	-	160,465	45,122	205,587	\$12,508	\$3,402	\$15,910
% to Goal	-	33.32%	.00%	26.01%	17.70%	.00%	13.91%

**Small Business Direct Install Program
Goal Of 13,693.00 Annual kWh Savings**

Month	CFL 9W	CFL 13W	CFL 20W	CFL 23W	CFL SPC	LED Exit Sign	Pre-Rinse Sprayer	Program. T-Stat	Vend Mach Cntrs	# of Installs	Total kWh	kWh to Goal %
1/2013		5	7	82		1				7	14,865	108.56%
Totals		5	7	82		1				7	14,865	108.56%

Appliance Recycling & CFLs

Appliance Recycling Program

Appliance Recycling		kWh Goal: 51,072.00			
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal
Air Conditioners					
Dehumidifiers					
Freezers					
Refrigerators	13	16,393	\$650	\$0.04	32.10%
Totals	13	16,393	\$650	\$0.04	32.10%

CFL Installation		kWh Goal: 96,164.00			
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal
CFLs	720	26,712	\$0	\$0.00	27.78%

Marketing Efforts:

Completed Items

- Forms and Brochures
 - Residential Program overview tri-fold brochure
 - C&I Program overview sell sheets
 - Small Business Installation form and tri-fold brochures
- Market segments targeted
 - A few projects for the city are possible.
 - Spent a fair amount of time following up on leads from customer inquiries.
- Trade Ally sales efforts
 - Working with Tim Cunningham to pursue the local schools and city for lighting projects
 - Began contacting HVAC contractors
- Technology focus
 - Early year efforts have been focused on lighting

Upcoming Items

- Market segments target
 - Tripled the T-12 incentive to try to get the rest of the small businesses to participate.
 - Schools and small business
- Trade Ally sales efforts
 - Identified and contact contractors and supply houses outside the immediate area
- Technology focus
 - HVAC service and retrofits
 - Lighting
 - Chiller tune up or compressed opportunities

Upcoming Events:

Franklin Energy is researching local community events to possibly attend in your area.

C&I Program Summary:

Customer	Status Date	kWh Savings	Incentive
C&I Custom		17,205.50	\$1,400.20
Work in Progress			
Walters-Dimmick Petroleum - 1501 E Grand River Avenue	6/28/2013	17,205.50	\$1,400.20
C&I Prescriptive		96,599.57	\$4,458.50
Paid			
Epic Church - 155 E Grand River Ave	6/17/2013	5,964.00	\$60.00
Portland Public Schools - Middle School 1100 Ionia Rd.	6/17/2013	1,706.30	\$120.00
Portland Public Schools - Middle School 1100 Ionia Rd.	6/17/2013	10,318.00	\$212.50

	Customer	Status Date	kWh Savings	Incentive
Paid	Portland United Methodist Church - 310 E Bridge St	6/17/2013	6,560.00	\$500.00
	Westside General Store - 751 W. Grand River Ave.	6/17/2013	1,380.00	\$105.00
	City Of Portland - Police Department - 773 E. Grand River	7/1/2013	1,365.04	\$96.00
	Rush Hour Studios - 143 Kent St	7/1/2013	7,508.46	\$516.00
	Cheeky Monkeys - 176 Kent St.	8/5/2013	265.00	\$25.00
	Independent Bank - Portland - 1601 E Grand River Ave	8/5/2013	4,605.81	\$204.00
	St. Patrick's Catholic Church - 140 Church	8/19/2013	6,000.00	\$300.00
	St. Patrick's Catholic Church - 140 Church	9/2/2013	7,800.00	\$75.00
Incentive Authorized	Grand River Inn - 126 Kent St	8/30/2013	3,136.00	\$160.00
Work in Progress	Walters-Dimmick Petroleum - 1501 E Grand River Avenue	6/25/2013	24,366.00	\$1,185.00
	Ward's Garage - 127 Maple St	8/21/2013	15,624.96	\$900.00

	Customer	Status Date	kWh Savings	Incentive
Residential HVAC			6,090.00	\$1,230.00

Paid	Arlene Challenger - 1020 Brush St	3/18/2013	730.00	\$150.00
	Brad Pung - 6722 Mulder Dr	3/18/2013	1,220.00	\$240.00
	Gordon Hoppes - 634 Orchard Ct	3/18/2013	730.00	\$150.00
	Lyle Braley - 417 Detroit St	3/18/2013	730.00	\$150.00
	Steven Calley - 990 Marshall St	3/18/2013	730.00	\$150.00
	Ivan Lay - 7400 Ionia Rd	7/1/2013	730.00	\$150.00
	Kenneth Abbott - 8066 Diane Dr	8/19/2013	1,220.00	\$240.00

Component Detail

C&I Custom

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Work In Progress						
10-08000-2	Walters-Dimmick Petroleum - 1501 E Grand River Avenue (custom)					
	Total Project Cost: \$					
	Install Complete:					
	<i>Lighting</i>			17,206.00		1,400.20

C&I Prescriptive

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
17-00092-2	Epic Church - 1455 E Grand River Ave					
	Total Project Cost: \$ 120.00					
	Install Complete: 6/3/2013					
	<i>LM13: - CFL > 30 watts</i>	12	497.00	5,964.00	5.00	60.00
17-01700-1	Portland Public Schools - 1100 Ionia Rd					
	Total Project Cost: \$ 500.00					
	Install Complete: 5/21/2013					
	<i>LM13: RW HPT8 Electronic</i>	40	42.65	1,706.00	3.00	120.00
17-01700-1	Portland Public Schools - 745 Storz Ave.					
	Total Project Cost: \$ 987.00					
	Install Complete: 5/21/2013					
	<i>LM13: - CFL (<30W) - Replaces Incandescent</i>	50	156.00	7,800.00	1.50	75.00
	<i>LM13: 32W T8 to 28W Lamps</i>	150	15.00	2,250.00	0.75	112.50
	<i>LM13: Exterior HID < 175w to LED/Induction</i>	1	268.00	268.00	25.00	25.00
06-03100-1	Portland United Methodist Church - 310 E Bridge St					
	Total Project Cost: \$ 1,027.44					
	Install Complete: 5/30/2013					
	<i>LM13: LED Lamps < 20W</i>	14	196.00	2,744.00	10.00	140.00
	<i>LM13: LED MR16 < 10W</i>	72	53.00	3,816.00	5.00	360.00
08-05900-1	Westside General Store - 751 W. Grand River Ave.					
	Total Project Cost: \$ 445.20					
	Install Complete: 5/13/2013					
	<i>MM13: LED Grocery Case Lighting - MPPA</i>	3	460.00	1,380.00	35.00	105.00
19-00070-1	City Of Portland - Police Department - 773 E. Grand River Av					
	Total Project Cost: \$ 432.00					
	Install Complete: 6/10/2013					
	<i>LM13: RW HPT8 Electronic</i>	32	42.66	1,365.00	3.00	96.00
01-05100-5	Rush Hour Studios - 143 Kent St					
	Total Project Cost: \$					
	Install Complete: 6/1/2013					
	<i>LM13: LED MR16 < 10W</i>	50	53.00	2,650.00	5.00	250.00
	<i>LM13: LED Lamps < 20W</i>	20	196.00	3,920.00	10.00	200.00
	<i>LM13: RW HPT8 Electronic</i>	22	42.64	938.00	3.00	66.00
01-01810-5	Cheeky Monkeys - 176 Kent St.					
	Total Project Cost: \$					
	Install Complete: 7/1/2013					
	<i>LM13: LED MR16 < 10W</i>	5	53.00	265.00	5.00	25.00
10-07600-1	Independent Bank - Portland - 1601 E Grand River Ave					
	Total Project Cost: \$ 1,996.50					
	Install Complete: 6/22/2013					

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
17-03900-1	LM13: RW HPT8 Magnetic St. Patrick's Catholic Church - 140 Church Total Project Cost: \$ 1,137.50 Install Complete: 6/20/2013	68	67.74	4,606.00	3.00	204.00
				Payment Date : 8/18/2013		
17-03900-1	LM13: 32W T8 to 28W Lamps St. Patrick's Catholic Church - 140 Church (2) Total Project Cost: \$ Install Complete: 8/14/2013	400	15.00	6,000.00	0.75	300.00
				Payment Date : 9/1/2013		
	LM13: - CFL (<30W) - Replaces Incandescent	50	156.00	7,800.00	1.50	75.00
Incentive Authorized						
01-02600-3	Grand River Inn - 126 Kent St Total Project Cost: \$ Install Complete: 8/14/2013					
	LM13: LED Lamps < 20W	16	196.00	3,136.00	10.00	160.00
Work In Progress						
10-08000-2	Walters-Dimmick Petroleum - 1501 E Grand River Avenue Total Project Cost: \$ Install Complete:					
	MM13: Anti-Sweat Heater Controls - MPPA	9	1,489.00	13,401.00	80.00	720.00
	MM13: LED Grocery Case Lighting - MPPA	9	460.00	4,140.00	35.00	315.00
	MM13: ECMWalk-In Cooler/Freezer - MPPA	5	1,365.00	6,825.00	30.00	150.00
03-09900-1	Ward's Garage - 127 Maple St Total Project Cost: \$ Install Complete:					
	LM13: HID to High Bay Linear Fluorescent	12	1,302.08	15,625.00	93.90	1,126.80

Residential HVAC/Efficient Appliances

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
04-06600-1	Arlene Challender - 1020 Brush St Install Complete: 1/23/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
				Payment Date : 3/17/2013		
12-14400-2	Brad Pung - 6722 Mulder Dr Install Complete: 2/9/2013					
	Residential CAC - 15 SEER MPPA 2013	1	170.00	170.00	75.00	75.00
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
	Residential T-Stat MPPA 2013	1	320.00	320.00	15.00	15.00
				Payment Date : 3/17/2013		
06-12200-1	Gordon Hoppes - 634 Orchard Ct Install Complete: 1/31/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
09-01900-1	Lyle Braley - 417 Detroit St Install Complete: 1/10/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
11-15800-5	Steven Calley - 990 Marshall St Install Complete: 1/24/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
13-03200-1	Ivan Lay - 7400 Ionia Rd Install Complete: 9/18/2012					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
13-07100-1	Kenneth Abbott - 8066 Diane Dr Install Complete: 7/19/2013					
	Residential CAC - 15 SEER MPPA 2013	1	170.00	170.00	75.00	75.00
				Payment Date : 8/18/2013		

Paid		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
	Residential T-Stat MPPA 2013	1	320.00	320.00	15.00	15.00

Small Business DI

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Work Complete						
01-00700-3	Big D's Smoke Shop - 244 Kent St Install Complete: 1/23/2013 23W CFL -SBDI 2013	10	156.00	1,560.00	0.00	0.00
	Catherine Hoort Law Office - 230 Kent St Install Complete: 1/23/2013 23W CFL -SBDI 2013	18	156.00	2,808.00	0.00	0.00
	LED Exit Sign -SBDI 2013	1	201.00	201.00	0.00	0.00
01-05200-1	Clippers Hair Design - 1335 E Grand River Install Complete: 1/24/2013 23W CFL -SBDI 2013	2	156.00	312.00	0.00	0.00
	Kiebler Agency - 147 Kent St Install Complete: 1/24/2013 23W CFL -SBDI 2013	14	156.00	2,184.00	0.00	0.00
	Rush Framing - 143 Kent St Install Complete: 1/24/2013 23W CFL -SBDI 2013	20	156.00	3,120.00	0.00	0.00
	United Methodist Church - 310 E Bridge St Install Complete: 1/23/2013 23W CFL -SBDI 2013	8	156.00	1,248.00	0.00	0.00
	Willemin Chiropractic - 912 E Grand River Install Complete: 1/23/2013 13W CFL -SBDI 2013	5	156.00	780.00	0.00	0.00
	20W CFL -SBDI 2013	7	156.00	1,092.00	0.00	0.00
	23W CFL -SBDI 2013	10	156.00	1,560.00	0.00	0.00

User: NIKKI

DB: Portland

PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDDT USED
		AMENDED BUDGET	08/31/2013 NORMAL (ABNORMAL)	MONTH 08/31/2013 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	986,000.00	251,175.86	195,349.45	734,824.14	25.47
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,600.00	0.00	0.00	1,600.00	0.00
101-000-445.000	PENALTY & INTEREST	8,000.00	0.00	0.00	8,000.00	0.00
101-000-445.022	1994A SPEC ASSESS - INTEREST	300.00	185.19	185.19	114.81	61.73
101-000-447.000	TAX COLLECTION FEES	42,400.00	7,233.65	5,673.94	35,166.35	17.06
101-000-448.000	SPECIAL ASSESSMENT FEES	15.00	12.19	12.19	2.81	81.27
101-000-451.000	BUSINESS PERMITS	100.00	683.40	0.00	(583.40)	683.40
101-000-453.000	CABLE TV FEES	28,000.00	7,186.57	7,186.57	20,813.43	25.67
101-000-455.000	TRAILER FEES	975.00	75.00	36.00	900.00	7.69
101-000-476.000	NON-BUSINESS PERMITS	1,500.00	1,916.00	2,211.00	(416.00)	127.73
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.00	0.00	0.00	0.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	0.00	0.00	1,200.00	0.00
101-000-570.000	LIQUOR FEES	3,000.00	3,157.55	3,157.55	(157.55)	105.25
101-000-575.000	REVENUE SHARING-CONST SALES	290,915.00	48,134.00	48,134.00	242,781.00	16.55
101-000-576.000	REVENUE SHARING-STAT SALES	98,376.00	16,396.00	16,396.00	81,980.00	16.67
101-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00	0.00
101-000-620.000	PBT TESTING FEES	4,500.00	413.00	234.00	4,087.00	9.18
101-000-622.000	DEVELOPMENT AND REVIEW FEES	0.00	0.00	0.00	0.00	0.00
101-000-623.000	TRANSCRIPT FEES	400.00	378.00	49.00	22.00	94.50
101-000-624.000	MISCELLANEOUS FEES	0.00	1.00	0.00	(1.00)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	53,140.00	26,570.00	265,717.00	16.67
101-000-629.000	TOWNSHIP FIRE FEES	0.00	0.00	0.00	0.00	0.00
101-000-630.000	CEMETERY LOT SALES	2,500.00	2,475.00	825.00	25.00	99.00
101-000-633.000	CEMETERY CARE FEES	0.00	1,391.00	450.00	(1,391.00)	100.00
101-000-634.000	GRAVE OPENING FEES	8,000.00	2,500.00	850.00	5,500.00	31.25
101-000-656.000	DISTRICT COURT FINES	15,000.00	1,993.53	1,155.00	13,006.47	13.29
101-000-661.000	PARKING FINES	3,200.00	32.00	0.00	3,168.00	1.00
101-000-662.000	DRUG FORFEITURE MONEY	0.00	0.00	0.00	0.00	0.00
101-000-663.000	MISCELLANEOUS FINES	2,500.00	394.00	182.00	2,106.00	15.76
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	400.00	35.92	35.92	364.08	8.98
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	500.00	19.88	19.88	480.12	3.98
101-000-665.003	INTEREST INCOME-CURRENT TAX	0.00	0.00	0.00	0.00	0.00
101-000-667.000	RENTAL INCOME	7,875.00	265.00	140.00	7,610.00	3.37
101-000-669.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-000-676.002	DONATION - POLICE EXPLORERS	0.00	0.00	0.00	0.00	0.00
101-000-676.004	DONATION-OLD MILL BUILDING	2,000.00	5,000.00	0.00	(3,000.00)	250.00
101-000-676.005	DONATION - DARE	0.00	0.00	0.00	0.00	0.00
101-000-676.006	DONATION - PARKS	0.00	330.00	0.00	(330.00)	100.00
101-000-676.007	DONATION - PORTLAND TWP	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	750.00	769.31	176.36	(19.31)	102.57
101-000-678.002	REIMBURSEMENTS-AMBULANCE COLL.	0.00	0.00	0.00	0.00	0.00
101-000-678.003	REIMBURSEMENTS-RAILROAD LEASES	0.00	0.00	0.00	0.00	0.00
101-000-678.004	REIMBURSEMENTS-PATROL	0.00	0.00	0.00	0.00	0.00
101-000-678.005	REIMBURSEMENTS-WORKER'S COMP	0.00	0.00	0.00	0.00	0.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	15,000.00	2,797.66	1,805.89	12,202.34	18.65
101-000-678.007	REIMBURSEMENTS-PAMA	0.00	592.80	592.80	(592.80)	100.00
101-000-678.008	REIMBURSEMENTS-RETIREE HEALTH	0.00	0.00	0.00	0.00	0.00
101-000-678.009	REIMBURSEMENTS-RETIREE LIFE	0.00	0.00	0.00	0.00	0.00
101-000-683.022	1994A SPEC ASSESS - PRINCIPAL	1,200.00	1,033.99	1,033.99	166.01	86.17
101-000-694.000	SALE OF LAND	0.00	0.00	0.00	0.00	0.00
101-000-698.000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
101-000-698.002	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00

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PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2013 (NORMAL (ABNORMAL))	MONTH 08/31/2013 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-699.001	TRANSFER FROM VOL FIRE DEPT.	0.00	0.00	0.00	0.00	0.00
101-000-699.105	CONTRIBUTION FROM INCOME TAX	0.00	0.00	0.00	0.00	0.00
101-000-699.403	TRANSFER FROM DNR/MDOT GRANT	0.00	0.00	0.00	0.00	0.00
101-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00	0.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	49,792.00	0.00	0.00	49,792.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		1,958,383.00	409,717.50	312,461.73	1,548,665.50	20.92
Expenditures						
100	COUNCIL	27,707.00	15,000.00	10,000.00	12,707.00	54.14
101	COMMUNITY PROMOTIONS	256,997.50	38,338.27	4,801.81	218,659.23	14.92
172	CITY MANAGER	164,014.35	18,603.53	10,776.09	145,410.82	11.34
191	ELECTIONS	11,365.00	278.39	197.66	11,086.61	2.45
201	GENERAL ADMINISTRATION	335,357.35	66,228.49	53,242.59	269,128.86	19.75
209	ASSESSING	50,662.00	6,974.10	4,913.02	43,687.90	13.77
265	CITY HALL	68,613.50	6,949.00	3,357.00	61,664.50	10.13
276	CEMETERY	164,750.00	20,472.23	12,287.11	144,277.77	12.43
301	POLICE	669,925.00	78,245.85	53,577.84	591,679.15	11.68
336	FIRE	0.00	21,059.98	0.00	(21,059.98)	100.00
371	CODE ENFORCEMENT	54,368.00	3,546.96	1,928.08	50,821.04	6.52
728	ECONOMIC DEVELOPMENT	11,000.00	1,637.83	173.82	9,362.17	14.89
751	PARKS	141,120.00	20,479.26	10,873.05	120,640.74	14.51
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		1,955,879.70	297,813.89	166,128.07	1,658,065.81	15.23
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,958,383.00	409,717.50	312,461.73	1,548,665.50	20.92
TOTAL EXPENDITURES		1,955,879.70	297,813.89	166,128.07	1,658,065.81	15.23
NET OF REVENUES & EXPENDITURES		2,503.30	111,903.61	146,333.66	(109,400.31)	4,470.24
TOTAL REVENUES - FUND 101						
TOTAL REVENUES - FUND 101		1,958,383.00	409,717.50	312,461.73	1,548,665.50	
TOTAL EXPENDITURES - FUND 101						
TOTAL EXPENDITURES - FUND 101		1,955,879.70	297,813.89	166,128.07	1,658,065.81	
NET OF REVENUES & EXPENDITURES		2,503.30	111,903.61	146,333.66	(109,400.31)	

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PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 08/31/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		668,759.00	0.00	0.00	668,759.00	0.00
TOTAL EXPENDITURES		635,425.45	16,108.40	7,995.70	619,317.05	2.54
NET OF REVENUES & EXPENDITURES		33,333.55	(16,108.40)	(7,995.70)	49,441.95	48.32
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	1,650.00	750.00	850.00	66.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	1,650.00	750.00	850.00	66.00
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		232,300.00	0.00	0.00	232,300.00	0.00
TOTAL EXPENDITURES		313,376.00	26,958.13	15,003.58	286,417.87	8.60
NET OF REVENUES & EXPENDITURES		(81,076.00)	(26,958.13)	(15,003.58)	(54,117.87)	33.25
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		533,484.00	19,844.02	15,433.51	513,639.98	3.72
TOTAL EXPENDITURES		527,430.00	18,964.42	11,011.12	508,465.58	3.60
NET OF REVENUES & EXPENDITURES		6,054.00	879.60	4,422.39	5,174.40	14.53
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		123,450.00	27,670.00	18,465.00	95,780.00	22.41
TOTAL EXPENDITURES		117,845.00	19,616.16	7,693.14	98,228.84	16.65
NET OF REVENUES & EXPENDITURES		5,605.00	8,053.84	10,771.86	(2,448.84)	143.69
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		472,556.00	193,246.99	39,020.46	279,309.01	40.89
TOTAL EXPENDITURES		467,867.36	62,294.97	34,624.10	405,572.39	13.31
NET OF REVENUES & EXPENDITURES		4,688.64	130,952.02	4,396.36	(126,263.38)	2,792.96
Fund 245 - MSHDA LOFT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 248 - DDA FUND:						
TOTAL REVENUES		335,599.00	3,455.37	3,449.05	332,143.63	1.03
TOTAL EXPENDITURES		324,659.08	15,591.76	12,255.47	309,067.32	4.80
NET OF REVENUES & EXPENDITURES		10,939.92	(12,136.39)	(8,806.42)	23,076.31	110.94
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	677.00	380.00	(677.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(677.00)	(380.00)	677.00	100.00
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		97,100.00	16,877.36	8,496.60	80,222.64	17.38
TOTAL EXPENDITURES		90,600.00	7,162.24	0.00	83,437.76	7.91
NET OF REVENUES & EXPENDITURES		6,500.00	9,715.12	8,496.60	(3,215.12)	149.46

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PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 08/31/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 528:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	3,507,622.00	370,028.17	369,001.24	3,137,593.83	10.55
	TOTAL EXPENDITURES	4,064,801.50	546,762.70	291,875.19	3,518,038.80	13.45
	NET OF REVENUES & EXPENDITURES	(557,179.50)	(176,734.53)	77,126.05	(380,444.97)	31.72
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	876,500.00	66,842.55	64,715.60	809,657.45	7.63
	TOTAL EXPENDITURES	875,879.00	66,117.57	43,602.74	809,761.43	7.55
	NET OF REVENUES & EXPENDITURES	621.00	724.98	21,112.86	(103.98)	116.74
Fund 591 - WATER FUND:						
	TOTAL REVENUES	625,070.00	61,545.19	55,560.49	563,524.81	9.85
	TOTAL EXPENDITURES	816,538.30	133,682.71	105,414.68	682,855.59	16.37
	NET OF REVENUES & EXPENDITURES	(191,468.30)	(72,137.52)	(49,854.19)	(119,330.78)	37.68
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	280,460.00	45,504.00	23,302.00	234,956.00	16.22
	TOTAL EXPENDITURES	454,311.68	109,025.35	81,268.93	345,286.33	24.00
	NET OF REVENUES & EXPENDITURES	(173,851.68)	(63,521.35)	(57,966.93)	(110,330.33)	36.54
Fund 662 - INTERNAL SERVICE FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 812 - SPECIAL ASSESSMENT FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS						
	TOTAL REVENUES	7,755,400.00	806,663.65	598,193.95	6,948,736.35	10.40
	TOTAL EXPENDITURES - ALL FUNDS	8,688,733.37	1,022,961.41	611,124.65	7,665,771.96	11.77
	NET OF REVENUES & EXPENDITURES	(933,333.37)	(216,297.76)	(12,930.70)	(717,035.61)	23.17

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of August 2013			
Type of Call	Danby Twp	Danby Twp	Portland Twp	Portland Twp	City Portland	City Portland	Apparatus Response		
	Alarms	Manhours	Alarms	Manhours	Alarms	Manhours	Truck	Amount	
Ambulance/Police Assits							Engine # 1		
Dwelling					2	33	Engine # 7	2	
Vehicle Fire							Engine # 11	3	
Industrial/Commercial Fire							Tanker # 9	1	
Wildland/Grass Fire					1	8	Brush # 6	1	
Garage/Storage Building Fire					1	10	Brush # 8	2	
Barn Fire							Brush # 12		
Tree Down							Light/Air # 2		
Power Line/transformer							Command 10		
Rescue/Extrication/Water							Car # 4	4	
Smoke Alarm							Quad # 51		
Natural Gas/CO2 Leak			1	8			Marine # 3		
Tornado Warning									
Total for Month	0	0	1	8	4	51	Year		
Total for Year	13	159	19	298	20	192	Engine # 1	4	
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received		Alarms		
Grand Ledge					Grand Ledge		Engine # 11	19	
Westphalia					Westphalia		Tanker # 9	8	
Berlin/Orange					Berlin/Orange		Brush # 6	8	
Roxand Township					Roxand Twp.		Brush # 8	20	
Lyons/Muir					Lyons/Muir		Brush #12	5	
Pewamo					Pewamo		Light/Air # 2	3	
Sunfield					Sunfield		Command 10		
Delta Fire	1	13			Delta Fire		Car # 4	18	
Other					Other		Quad # 51		
Totals for Month	1	13			Totals for Month	0	Marine # 3		
Totals for Year	10	228			Totals for Year	4	Total	88	
	Alarms	Manhours							
Total for Month	6	72							
Total for Year	63	510							
Training for August 2013	Manhours		Training for Year	Manhours			Reported By		
	45			512			Nick Martin, Fire Marshal		

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 8/2/2013 Run # 13-058

Owner Monica Mansfield
 Address 401 Carl
 City Portland State MI Zip 48875 Phone # 517-526-1295

Occupant Monica Mansfield
 Address 401 Carl
 City Portland State MI Zip 48875 Phone # 517-526-1295

Township City Section #

Times
 Received 1603 In service 1609 On Scene 1611 Controlled 1615
 Cleared 1640 Back In Ser. 1703

Total Hrs 1 Total Man Hours 11

Description of Response Kitchen fire, smoke in house. Vented smoke. Stove fire-cooking fish put butter in pan tried to put out with flour. Didn't know butter was under the pan. Fire kept going.

Location of Response 401 Carl, Portland, MI 48875

Units Responding E#11
 E#7
 C#4

Mutual Aid Received N/A

Personnel Responding: (* denotes personnel on scene)

Chief Baker*	Asst Chief Logel, Sr.*	Captain
Captain	1st Lt Gensterblum*	2nd Lt Logel, Jr.*
1 Kacia	2 Patrick-Chapman	3 Martin*
4 Waltersdorf*	5 Czaika*	6 Wheeler*
7 Lay*	8	9
10	11	12
13	14	15
16	17	18
19	20	21
22	23	24

Reported By Wheeler

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 8/7/2013 Run # 13-59

Owner Nicholas Diorio
Address 876 Riverside Dr.
City Portland State MI Zip 48875 Phone # 526-4906

Occupant Owner
Address
City State Zip Phone #

Township City of Portland Section #

Times
Received 8:55 In service 9:00 On Scene 9:00 Controlled 9:00
Cleared 9:40 Back In Ser. 10:55

Total Hrs 2 Total Man Hours 22

Description of Response
Reported lightning strike of home. Investigated. Cleared

Location of Response
876 Riverside Dr

Units Responding
E-11 E-7 C-4

Mutual Aid Received

Personnel Responding: (* denotes personnel on scene)

Chief	Baker	Asst Chief	Logel	Captain	Krizov
Captain	Mosser	1st Lt	Gensterblum	2nd Lt	Logel Jr
	1 Pline,J		2 Patrick-Chapman		3 Martin
	4 Tygesen		5 Waltersdorf		6
	7		8		9
	10		11		12
	13		14		15
	16		17		18
	19		20		21
	22		23		24

Reported By J. Baker

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 8/16/2013 Run # 13-061

Owner

Address
City State Zip Phone #

Occupant

Address
City State Zip Phone #

Township Section #

Times

Received 17:17 In service 17:24 On Scene 17:29 Controlled
Cleared 17:32 Back In Ser. 18:17

Total Hrs 1 Total Man Hours 8

Description of Response Toned to a tree on fire on east bound I96 @ 80 MM.
nothing was found. Both sides of the highway was check. Central said they had only on caller.

Location of Response East Bound I96 @ 80MM

Units Responding Brush 6 Brush 8 Car 4

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

Chief	Baker*	Asst Chief	Captain	Mosser
Captain		1st Lt	2nd Lt	
	1 Martin			3 Lay*
	4 Schafer J*			6
	7			9
	10			12
	13			15
	16			18
	19			21
	22			24
		2 Czaika*		
		5 Schafer G*		
		8		
		11		
		14		
		17		
		20		
		23		

Reported By Martin

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 8/27/2013 Run # 13-063

Owner City
 Address Brush & Lincoln (Brush Stree Park on Smith Street)
 City Portland State MI Zip 48875 Phone #

Occupant
 Address
 City State Zip Phone #

Township City Section #

Times
 Received 18:55 In service 18:59 On Scene 19:02 Controlled 19:04
 Cleared 19:08 Back In Ser. 19:55

Total Hrs 1 Total Man Hours 10

Description of Response Report of a trash can fire in the restroom. Brush 8 responded and extinguished the fire. Portland Police called to investigate.

Location of Response Investigation found two suspects. Turned over to Portland Police.
 Brush & Lincoln (Brush Stree Park on Smith Street)

Units Responding B#8

Mutual Aid Received

Personnel Responding: (* denotes personnel on scene)

Chief Baker*	Asst Chief Logel, Sr.*	Captain
Captain	1st Lt	2nd Lt
1 Patrick-Chapman	2 Bailey	3 Donbrock
4 Platte	5 Wheeler	6 Lay
7 Schafer, J*	8 Schafer, G	9
10	11	12
13	14	15
16	17	18
19	20	21
22	23	24

Reported By Wheeler



Portland Area Fire Authority
773 E Grand River Ave
Portland MI 48875
517-647-2935

Minutes of the Regular Board Meeting
Monday, July 2, 2013 – 7:00 pm – Danby Township Hall

Call To Order – Pledge Of Allegiance – 7:00 pm

Roll Call –

Present: Jerry Tiemann, Dick Pohl, Steve Fabiano, Mark Ackerson, Kathy Parsons. Chief John Baker.
Absent: Steve Smith

Guests: Jake Schafer, Glen Schafer, Greg Skeide

Public Comment - None

Agenda Approval – Mr. Ackerson moved to amend the agenda to excuse Mr. Smith and add proposal of 2 new policies. Mr. Pohl supported. **Motion carried.**

Mr. Ackerson moved to excuse Mr. Smith's absence. Mr. Tiemann supported. **Motion carried.**

Approval Of Minutes – Mr. Ackerson moved to approve the minutes of the previous meeting. **Motion carried.**

Approval Of Bill Payment / Financial Report

Bills, including late-received, totaling \$36,887.24 were presented for payment. This included a voluntary separation stipend for Brandon Albert, and past payroll for firefighters already separated, and semi-annual general payroll. Profit and loss statement was explained, and since there are still outstanding bills for the prior year, budget amendments are deferred until next month. Only five accounts need adjustment, but more study is needed. We are approximately 28% under budget. This will put us in a better position for future equipment outlays and truck replacements needed that are impending. Mr. Tiemann moved to approve the bills for payment and the financial report. Mr. Pohl supported. **Motion carried.**

Correspondence - None

Chief's Report -

Chief presented his report in writing, and explained. There were 7 runs for June: 1 ambulance assist in the City, 2 trees down and a motor vehicle accident in Portland Township, 1 illegal burn and 1 motor vehicle accident in Danby Township, and 1 mutual aid to Grand Ledge on a structure fire. Chief is reviewing the policy for downed trees and the incident above with the Dispatch Director in the near future as schedules permit for future refinement.

The bills Chief presented include computer equipment and software, water rescue gear, and tire repair/replacement previously discussed have been completed. Some software issues and bills are outstanding but should be resolved shortly.

Chief introduced 3 new firefighters: Jake Schafer, Glen Schafer and Greg Skeide. All training has been approved, and they are advanced from probation.

Mr. Ackerson asked whether the Chief had a chance to take a poll of the Members about the new pay structure. Chief Baker reported that the Members were very receptive, and the structure was put in place effective 7/1/2013.

Chief Baker asked the Board to go into closed session to discuss a discipline issue. The Chair will move this to the end of agenda before adjournment.

Committee Reports:

- **Insurance** – Policies renewed, installments presented for payment
- **Policy & Procedure** – None
- **Budget** -see old business
- **Personnel** - None

Old Business:

- **Discussion/Action - Budget Amendments** –

Deferred to next month. Plan and outline in place, but still outstanding bills to reconcile before final numbers are put in.

- **Discussion/Action – Auditor Request For Proposal** –

Proposals were tabulated by the Audit Committee. The most expensive and least expensive were eliminated last month due to conflicts. Least expensive of the three was Gabridge and Company. The budget committee recommends engaging them for three years, with the option to re-evaluate after the first year if needed. Mr. Pohl moved to approve the recommendation of the Audit Committee and engage Gabridge and Company as Auditors per the recommendation. Ms. Parsons supported. Mr. Pohl questioned the conflict issue going forward. Mark also agreed. Ms. Parsons said that at least for the first year we should have no question of any conflict, and afterwards, we can re-evaluate. Consensus agreed. **Motion carried.**

- **Discussion/Action - 5 Year Plan** –

Mr. Fabiano wanted to clarify that the City retains ownership of all vehicles until 2015 or when and if the Master Agreement is renegotiated or extended. Mr. Fabiano asked that with the number of runs the department has made since the purchase of various trucks, especially Engines 11, 1, and the Tanker if replacing with new equipment was the best option.

Discussion centered on the viability of renewing the contract among the entities. Chief Baker will send estimated repair figures to the Board in his next month's report. Further discussion will defer to future meetings.

- **Discussion/Action – Notification Policy –**

Mr. Ackerson asked for tweaking of the notification policy in the last paragraph to more accurately reflect the Board's intentions. Ms. Parsons will make the changes requested for the next meeting.

New Business:

Two new policies are suggested by the accountant and a board member, depreciation and FOIA fees. The proposed policies are referred to the policy committee for recommendation.

Board Comments And Public Comment - none.

Mr. Tiemann moved to go into closed session to discuss personnel issues. Mr. Pohl supported. **Motion carried.** Board went into closed session at 7:50 pm.

Board resumed from closed session at 8:00 pm.

Mr. Pohl moved to adjourn. Mr. Ackerson supported. Motion carried. Meeting adjourned at 8:01 pm.

Respectfully submitted:



Kathy Parsons, Secretary



Portland Area Fire Authority
773 E Grand River Ave
Portland MI 48875
517-647-2935

Minutes of the Regular Board Meeting
Monday, August 6, 2013 – 7:00 pm – Danby Township Hall

Call To Order – Pledge Of Allegiance

Meeting called to order at 7:00 pm. The Pledge of Allegiance was observed.

Roll Call

Jerry Tiemann, Steve Fabiano, Mark Ackerson, Dick Pohl, Bill Stegenga, Kathy Parsons, Chief John Baker

Welcome New Board Member

Mr. Fabiano introduced new member representing Portland Township, Bill Stegenga. Mr. Fabiano expressed thanks and best wishes to Mr. Smith for his service over the past year on behalf of the Board.

Public Comment - None

Agenda Approval

Mr. Fabiano asked to add utility bill electronic payment to the agenda. Mr. Ackerson moved to approve the agenda as amended, Mr. Pohl supported. **Motion carried.**

Approval of Minutes

Mr. Pohl moved to approve the minutes of the previous meeting, Mr. Ackerson supported. **Motion carried.**

Approval of Bill Payment / Financial Report

Mr. Ackerson introduced the bills to be paid in the amount of \$7,280.19.

Mr. Ackerson explained the financial report. He reported that since Danby's most recent invoice was received and deposited prior to July 1st, it is shown on the report as deferred income. The budget surplus is approximately \$18,898.58 preliminarily. This will carry over to next year's fund. It is the recommendation of the auditors to place the vehicle replacement fund balance, along with certain other left over funds into a restricted capital outlay account. Mr. Tiemann moved to approve the bills as presented and approve the financial report, Mr. Stegenga supported. **Motion carried.**

Correspondence - None

Chief's Report

Chief Baker gave his report. Mr. Tiemann asked Chief Baker about his meeting with 911 Chief Valentine about the policy for trees and downed wires. Chief Baker reported that Chief Valentine will dispatch fire departments first until the Road Commission can report to the scene if it is a public safety issue. Our department will request the road commission immediately to respond and take action accordingly.

The 5-year plan was discussed with respect to holding off replacement of Engine 7 and the Tanker to 2015, and a repair evaluation for Engine 11 from R & R Fire Truck repair of \$8,165.00. Only a low air warning light is priority 2 out of 4, all the rest are a lower priority. All the work may be done at the station. At Mr. Fabiano's request, Chief Baker will see if the City garage can do the work for less.

Chief Baker proposed a once-a-year burn permit process that individuals can be issued once a year, fill out basic information and affirmations, and call the 647-4111 line before each burn to obtain a recorded yes-or-no on current conditions being amenable to burning on that particular day. He distributed a sample form. No negative issues were raised. The consensus of the board is that it is an administrative issue that may be handled by the Chief.

The firefighters held a carwash to benefit the Relay to Life, raising \$400 for the American Cancer Society. Members also participated in the relay having someone on the track for the entire 24 hours.

Committee Reports:

- Insurance - None
- Policy & Procedure – two new policies presented for action later in the agenda..
- Budget – Discussion deferred to later in the agenda
- Personnel - none

Old Business - None

New Business:

- Discussion/Action – Election Of Officers
Mr. Tiemann moved to nominate the current slate of officers for renewal of terms, close nominations and direct a vote, Mr. Stegenga supported. **Motion carried.**
- Discussion/Action – Budget Amendments
Mr. Fabiano reiterated the auditor's suggestion to create a restricted fund in an initial amount of \$59,480.04 with its own budget and item for capital purchases. Discussion centered on the form the account would take. Discussion deferred to later in the agenda pending contacting the accountant by phone to answer some technical questions.

Mr. Stegenga moved to defer discussion/action, Mr. Tiemann supported. **Motion carried.**
- Discussion/Action – Burning Permit Procedures – no action needed, as Chief Baker will handle procedure changes administratively.

- Discussion/Action – Website Renewal
Mr. Pohl moved to renew website hosting and email with Network Solutions for one year. Mr. Stegenga supported. **Motion carried.** Annual fee of \$142.50 will be paid by Chief Baker using the department account.
- Discussion/Action – FOIA Policy –
Mr. Tiemann presented the draft FOIA policy recommended by the Policies and Procedures Committee for discussion. Mr. Pohl moved to approve and adopt the policy as presented, Mr. Ackerson supported. **Motion carried.**
- Discussion/Action – Depreciation Policy
Mr. Tiemann presented the draft depreciation schedule policy recommended by the Policies and Procedures Committee for discussion. Mr. Ackerson moved to approve and adopt the policy as presented. Mr. Stegenga supported. **Motion carried.**
- Restricted Fund discussion continued. Ms. Schafer called back to answer the Board's questions regarding form of the Restricted Funds account. Mr. Ackerson moved to add the unspent funds from last year's budget for the line item 970 to the savings account as restricted capital outlay (preliminarily \$59,480.04). Mr. Tiemann supported. A unanimous vote of the board is required to disperse funds from the restricted account. **Motion carried unanimously.**
- Discussion/Action – Electronic Bill Payment Authorization
The city allows Electronic Funds Transfer for paying the utilities each month. The city initiates the EFT and sends a bill on the same time frame and in the same form as before, marking it as being withdrawn automatically. Mr. Tiemann moved to enter into an Electronic Funds Transfer agreement with the City for utilities, Mr. Pohl supported. **Motion carried.**

Board Comments and Public Comment

Mr. Ackerson said that in our haste to get the department back on track we overlooked thanking Mr. Logel, Sr., in a formal way. Ms. Parsons will draft a letter thanking Assistant Chief Logel for his service as Acting Chief for endorsement at the next meeting.

Adjournment

Mr. Ackerson moved to adjourn, Ms. Parsons supported. Meeting adjourned at 8:10 pm.

Next meeting is Tuesday, September 3, 2013 at 7:00 pm at Danby Township Hall.

Respectfully submitted:



Kathy Parsons, Secretary



Portland Area Fire Authority
773 E Grand River Ave
Portland MI 48875
517-647-2935

[DRAFT 09/11/2013] Minutes of the Regular Board Meeting
Tuesday, September 3, 2013 – 7:00 pm – Danby Township Hall

Call to Order – Pledge of Allegiance

The meeting called to order at 7:03 pm. The Pledge of Allegiance was observed.

Roll Call

Dick Pohl, Kathy Parsons, Bill Stegenga, Mark Ackerson, Jerry Tiemann, Chief John Baker

Guest: Patti Jo Schafer

Public Comment - None

Agenda Approval

Mr. Tiemann moved to excuse Mr. Fabiano and adopt the agenda as published. Mr. Ackerson supported. **Motion carried.**

Approval of Minutes

Mr. Ackerson moved to approve the minutes of the previous Board meeting as published. Mr. Tiemann supported. **Motion carried.**

Approval of Bill Payment / Financial Report

Mr. Ackerson presented outstanding bills in the amount of \$7634.58, and explained some of the items. Also noted the Gannett News check last month was in error and was reconciled. The Financial report was discussed. Quarterly bills to the entities will go out tomorrow. Mr. Stegenga moved to pay the bills as presented and accept the report. Mr. Pohl supported. **Motion carried.**

Correspondence – None

Chief's Report

Engine 11 repairs were presented to the City mechanic for bid, which is as yet uncompleted. Chief will follow up.

ISO is evaluating the Department's Fire rating, which will heretofore be done every three years instead of 10. The City's adding 4 wells and the water tower in the last 10 years are in our favor with ISO. The City's preliminary report listed 2 points shy of upgrading from a 5 to a 4 rating. The lack of a tanker shuttle will keep the Townships where they are. In future, Chief Baker will continue to work with Chiefs from surrounding departments, and with Central Dispatch, to improve this condition. The Township supervisors will also pursue the issue with their counterparts when appropriate. The ISO report will take approximately 3 months to complete.

[DRAFT 09/11/2013] Minutes of the Regular Board Meeting September 3, 2013

October 10th, from 6 to 8 pm is the annual Department open house. The Members will present many activities for the whole family, as well as participation from other departments and many safety programs for the community.

Committee Reports:

- Insurance - None
- Policy & Procedure - None
- Budget - None
- Personnel - None

Old Business - None

New Business:

- Fire Dept. Responses To Down Trees And Wires
 - Mr. Pohl said that past policy was that the Fire Department used to be called for downed power lines but not for any downed tree. Mr. Pohl said his communication from Mr. Valentine was that Mr. Valentine requested of the Chief's Association a policy governing the issue. Chief Baker stated he was uncomfortable approving such a document without direction from the Board. He will participate, however, with the Chief's Association.
- Recognition Of Assistant Chief Doug Logel
 - Vice Chair Pohl presented Assistant Chief Doug Logel for his service acting in place of the Chief after resignation of the Prior Chief until hiring of the new chief.
- Purchase Of New Equipment
 - Chief Baker received quotes for Stabilization and Extrication Equipment, Water Rescue Equipment, Search and Rescue Equipment, etc., totaling \$8,000., including shipping. Mr. Ackerson moved to approve purchase with cost coming from Capital Outlay account 976. Mr. Tiemann supported. **Motion carried.** Chief Baker will notify the Board when the equipment is in, and the vendor will present a Department training the Board can attend.

Board Comments and Public Comment –

Patti Schafer reported the Authority audit will start after the Work Comp annual audit for payroll. It should be completed on timeline, and the audit is not due until December. Most of the groundwork is already laid, so a short review is all that will be needed.

Adjournment – Mr. Ackerson moved to adjourn, Mr. Tiemann supported. **Motion carried.** Meeting adjourned at 7:54 pm.

Respectfully submitted:



Kathy Parsons, Secretary

DANBY TOWNSHIP

IONIA COUNTY, MICHIGAN

Richard Pohl, Supervisor

Kristina Platte, Clerk

Elizabeth Kolarik, Treasurer

Pamela McCormack, Trustee

Gary Reisbig, Trustee

13122 Charlotte Highway
Sunfield, MI 48890

Phone: 517-649-2200
Fax: 517-649-0032

City of Portland
259 Kent St
Portland MI 48875-1495

Dear Planning Commission:

In accordance with the requirements of Section 39 (2) of the Planning Enabling Act, this communication is to notify you that Danby Township, Ionia County, Michigan, is initiating the process of updating the Danby Township 2008 Master Plan.

The Township is asking for your cooperation and assistance in this process. We would like to know if you have any thoughts, concerns, or issues you feel should be addressed in this effort that would allow us to work more cooperatively with you in land use planning for our region. To ensure optimum participation and feedback throughout our plan update, your comments are requested on the enclosed Coordinated Planning Feedback form.

Later in the process, the Township will be sending a copy of the updated draft Plan for your review and comment, as required by the Act. To ensure such communication occurs in an efficient manner, Danby Township would like to determine the most acceptable form of correspondence with your government. The Township prefers to send the draft Plans electronically (email or website link). We are requesting that you let us know on the enclosed feedback form (or email to the address below) which method of the draft Plan copy that you would like to receive it by, otherwise standard mail will be utilized. When the draft plan is completed, we would appreciate your comments regarding the Plan's content and how you feel it may affect planning efforts in your community.

Thank you, in advance, for your cooperation and assistance. Also, we would like to take this opportunity to ensure you of our cooperation in any planning efforts you may choose to undertake in the years to come.

Sincerely,



Jeanne Vandersloot
Zoning Administrator for Danby Township Planning Commission

zoningadmin@msn.com

Enclosure: Coordinated Planning Feedback Form

**Danby Township Master Plan
Ionia County, Michigan
Coordinated Planning Feedback Form**

August 2013

Please check the appropriate method of communication for your municipality. Forms can be mailed to: Danby Township Hall, Attention: Jeanne Vandersloot, 13122 Charlotte Hwy. Sunfield, MI 48890

Yes, we would like to be involved in your Master Plan update. In addition, we would like to share our thoughts, concerns and issues, which include:

No, we do not wish to participate in your Master Plan update. However, we would like to share our thoughts, concerns and issues, which include:

Our preferred method of future communication and to receive the draft Master Plan is:

Standard Mail

E-mail

Our e-mail address is:

Contact Name

Phone Number

Thank you for your participation!



2512 Lansing Road
Charlotte, Michigan 48813

August 30, 2013

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

This letter is to notify you that effective September 30, 2013, the following programming moves will occur on the WOW! lineups in all our service areas:

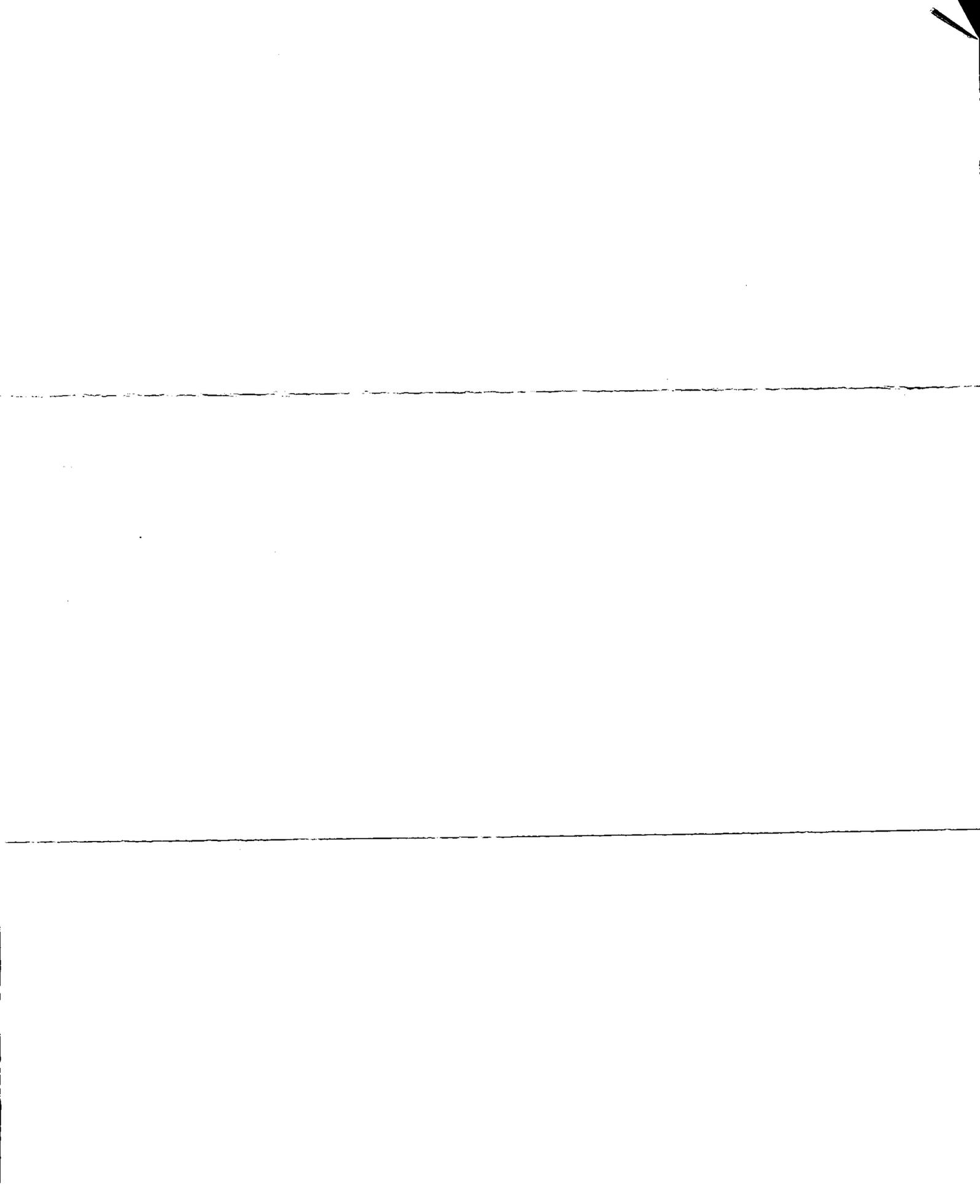
- Investigation Discovery (Channel 103) moves from Signature Cable to Basic Cable
- Velocity HD (Channel 401) moves from HD Pak to HD Basic Cable

These moves will make this programming available to a large number of customers. HD service is required to receive HD programming.

Regards,

A handwritten signature in black ink, appearing to read "C Andersen", is positioned above the typed name.

Christian Andersen
System Manager
candersen@wideopenwest.com
517.319.3150





2512 Lansing Road
Charlotte, Michigan 48813

August 30, 2013

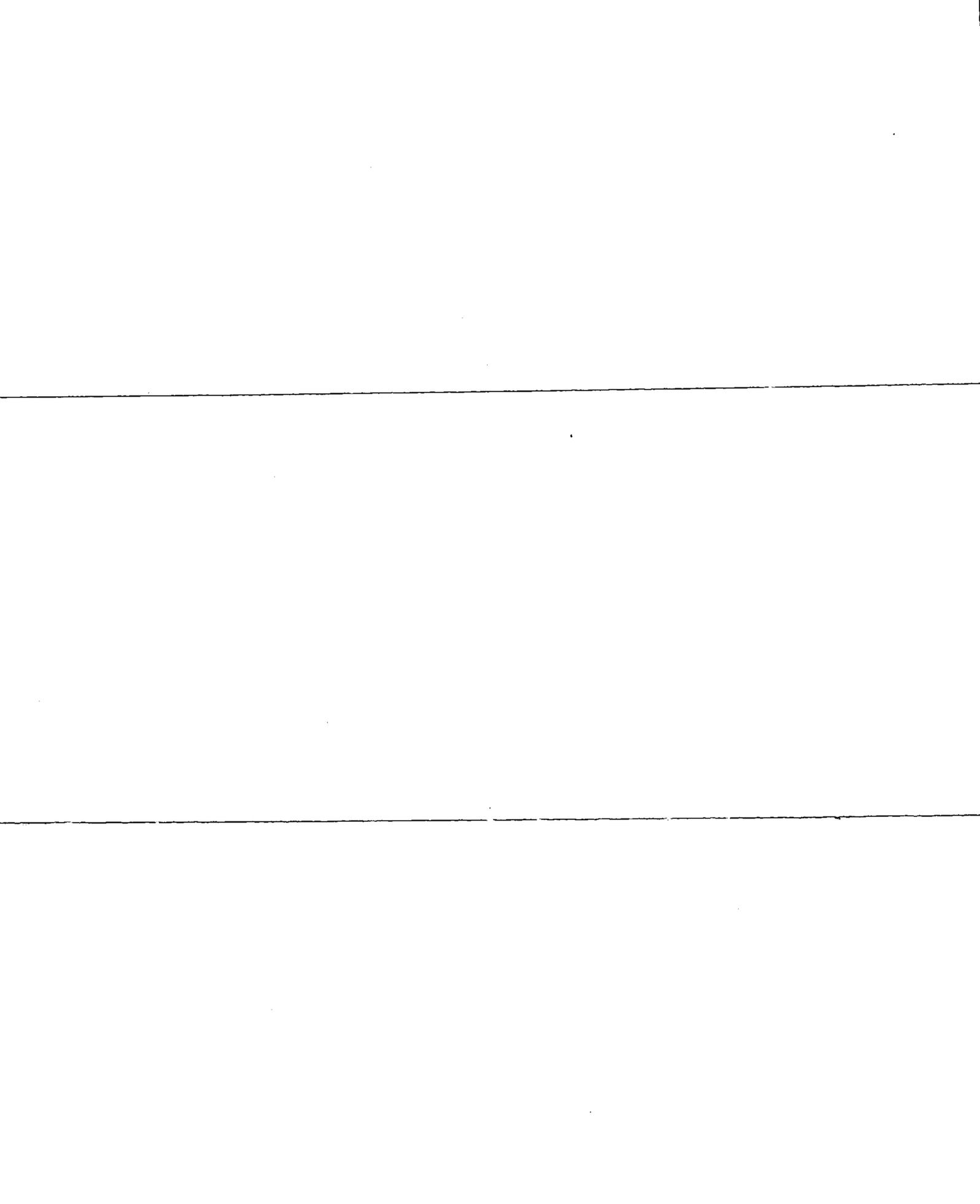
Tom Dempsey, City Manager
City of Portland
259 Kent St.
Portland, MI 48875

This letter is to notify you that effective September 30, 2013, WWMT CW7 will no longer be available on the WOW! Grand Rapids channel lineup on channel 150. This programming is a duplicate of what is being carried on channel 5, which will remain available to our subscribers who receive our Grand Rapids lineup. Currently customers can tune to channel 150 but the programming is not listed on our Grand Rapids lineup – the programming should have been removed some time ago.

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
517.319.3150





Ionia County Administration
Stephanie Hurlbut, County Administrator
Courthouse, 100 West Main Street, Ionia, MI 48846
616.527.5300 Fax: 616.527.5380
shurlbut@ioniacounty.org

September 4, 2013

Mr. Tom Dempsey
Portland City Manager
City Hall
259 Kent Street
Portland, MI 48875

Re: August 27, 2013 Ionia County Board of Commissioner Meeting

Dear Mr. Dempsey: Tom

On behalf of the Ionia County Board of Commissioners, I would like to thank you and the City Council Members for the use of the Portland City Hall Council Chambers for the August 27, 2013 Meeting of the Ionia County Board of Commissioners. It was a pleasure to visit your community and see firsthand the positive developments that have taken place there.

While the meeting was not highly attended, we were pleased to offer our constituents in the Portland area the opportunity to attend a Board of Commissioners' Meeting in their own community.

Sincerely,

Stephanie

Stephanie Hurlbut
County Administrator

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

Agenda
September 10, 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. Action on Consent Calendar
 - A. Approve minutes of the previous meeting(s)
- VII. Unfinished Business
 - A. Proposed changes to County Pension Plan
 - B.
- VIII. New Business
 - A. Appointment of Pension Attorney
 - B. Engagement Letter with Watkins, Ross & Co. for Actuarial Services
 - C. Pension Plan Management Fee Change Form
 - D. Resource Recovery Services Agreement
 - E. Grant Agreement with Michigan Department of Community Health
 - F. Request approval of agreement for Smart911
 - G. Request approval to increase jail capacity
 - H. Sheriff Department Budget Amendment
 - I.
- IX. Reports of Officers, Boards, and Standing Committees
 - A. Chairperson

B. County Administrator

C. Appointments

1. Commission on Aging – Two three-year appointments.

X. Reports of Special or Ad Hoc Committees

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

XII. Executive Session

XIII. Adjournment

Board and/or Commission Vacancies

- Community Corrections Advisory Board – Criminal Defense Attorney Representative Position (no expiration date).
- Community Mental Health Services Board – One three-year term expiring March 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 October 2013:

- *Construction Board of Appeals* – Six two-year terms, one of which serves as an alternate member.
- *Department of Human Services Board* – One three-year term.

Appointments for consideration in the month of November 2013: None

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

Committee-of-the-Whole Agenda

September 17, 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. Website Redesign
 - B. Resource Recovery/Soil Conservation Report
 - C. Departmental Reports
 - 1. County Treasurer
 - 2. Parks & Recreation
 - 3.
 - D.
- VIII. Reports of Officers, Board and Standing Committees
 - A. Chairperson
 - B. Commissioners
 - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Executive Session
- XI. Adjournment

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
NOTICE OF PUBLIC HEARING

Michigan Rehabilitation Code for Existing Buildings (ORR# 2012-099 LR)
Part 4. Michigan Building Code (ORR# 2012-100 LR)

The Department of Licensing and Regulatory Affairs, Bureau of Construction Codes, will hold a public hearing on Thursday, October 24, 2013, at 9:00 a.m. in Conference Room 3, 2501 Woodlake Circle, Okemos, MI 48864. The Michigan Rehabilitation Code for Existing Buildings and the Building Code are proposed to be effective 120 days after filing with the Secretary of State.

The public hearing is being held to receive public comments on the proposed amendments to the administrative rules noted above. Testimony will be taken for each rule set in the order the rules are listed above. Individuals who are not present during testimony for a particular rule set will be provided an opportunity to testify after final testimony on the Building Code.

The proposed rehabilitation rules will adopt the 2012 International Existing Building Code with amendments, deletions, and additions deemed necessary for use in Michigan. The hearing is being conducted by the Department under the authority of Section 4 of 1972 PA 230, MCL 125.1504, and Executive Reorganization Order Nos. 2003-1, 2008.4, and 2011-4, MCL 445.2011, 445.2025 and 445.2030.

The proposed building rules will adopt the 2012 International Building Code with amendments, deletions, and additions deemed necessary for use in Michigan. The hearing is being conducted by the Department under the authority of Section 4 of 1972 PA 230, MCL 125.1504, and Executive Reorganization Order Nos. 2003-1, 2008.4, and 2011-4, MCL 445.2011, 445.2025 and 445.2030.

The proposed rules will be published in the October 1, 2013, *Michigan Register*. Copies of the proposed Michigan amendments to the Michigan Rehabilitation Code for Existing Buildings and the Building Code may be obtained for a fee of \$3.00 for each rule set by submitting a check or money order made payable to the State of Michigan at the address below. You may download a free copy of the proposed amendments by visiting the Bureau's website at www.michigan.gov/bcc. The amendments are located under "What's New" on the front page of the website.

Oral or written comments may be presented in person at the hearing on October 24, 2013, or submitted in writing by mail, email, or facsimile no later than 5:00 p.m., October 24, 2013, to the Bureau's contact information below. If your presentation at the public hearing is in written form, please provide a copy to the Rules Analyst at the conclusion of your testimony at the hearing.

Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Office of Administrative Services
P.O. Box 30254
Lansing, MI 48909

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR THE ELECTRIC AND NATURAL GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17351

- Consumers Energy Company requests Michigan Public Service Commission approval of its Amended Energy Optimization Plan approved in Case No. U-16670 pursuant to Public Act 295 of 2008 and Commission Orders in Cases Numbers U-15800, issued on December 4, 2008 and U-17351, issued on March 15, 2013, respectively.

- 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: September 17, 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) August 1, 2013 application for approval of: 1) the Company's amended Energy Optimization (EO) Plan in accordance with the Public Act (PA) 295 of 2008; 2) its requested amended EO plan electric and natural gas surcharges; 3) the Company's requested accounting authority; 4) the Company's gas EO plan spending above the statutory spending caps contained in 2008 PA 295 in the remaining years of its proposed natural gas amended EO plan; 5) issuance of the tariff sheets as described in its filing; and 6) Consumers Energy's request to recover the costs of its amended EO Plan.

Consumers Energy represents that its amended EO plan provides for increased investment in and expansion of energy efficiency programs and covers a four-year period from 2014-2017. Consumers Energy also represents that the amended EO plan includes descriptions of these programs that the Company intends to implement to meet the EO standards established by the PA 295 of 2008, as well as the estimated cost of those programs. The Company also represents that the total cost of the proposed electric EO Plan over the four-year period of the plan (2014-2017) is approximately \$308 million and a total cost of its natural gas EO Plan over 2014-2017 is approximately \$162 million.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission-staff at (517) 241-6180 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 10, 2013. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, 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.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 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.

August 20, 2013

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17440

- Consumers Energy Company requests Michigan Public Service Commission (Commission) approval to reconcile the total electric utility revenues collected from those electric customers who paid provisional rates implemented by Consumers Energy between March 19, 2013 and May 15, 2013 with the total revenues that would have been produced by the Commission's May 15, 2013 Order in Case No. U-17087.
- 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: September 23, 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 Mark E. Cummins

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 Commission will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) July 12, 2013 application, which requests Commission approval to reconcile the Company's total electric utility revenues collected from its electric customers who paid provisional rates between March 19, 2013 and May 15, 2013 and the total revenue that would have been produced by a Commission Order issued on May 15, 2013 in Case No. U-17087. Consumers Energy requests that the Commission order that no refund is required pursuant to MCL 460.6a(1) with respect to the provisional rates implemented by the Company for the period March 19, 2013 through May 15, 2013 because the total revenues collected as a

result of the provisional rates were less than the revenues that would have been produced by the Commission's May 15, 2013 Order. Consumers Energy represents that no customer rates or charges will be increased through its request.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 16, 2013. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, 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.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

August 23, 2013

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

**NOTICE OF HEARING
CONSUMERS ENERGY COMPANY
CASE NO. U-17453**

- Consumers Energy Company requests Michigan Public Service Commission to grant accounting approval associated with its investment in certain generating units.
- 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: September 17, 2013, at 2:00 p.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) August 6, 2013 application, which seeks the Commission's approval to provide: 1) advanced approval of accounting treatment for the remaining undepreciated book value of the Company's generating units Cobb 1-5, Weadock 7-8 and Whiting 1-3, associated demolition costs, and other costs of removal in the event these Units are retired earlier than previously planned; and 2) assurance that the Commission will, in future rate proceedings, afford the Company ratemaking treatment consistent with that accounting. Specifically, Consumers Energy is requesting the Commission to provide assurance that the full amount of these Units undepreciated investment, demolition costs, and cost of removal, including a return on those assets, will upon retirement, be accounted for as described in its filing, and recovered through retail electric rates.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can

be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 10, 2013. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, 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.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

August 21, 2013