



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

7:00 p.m. Monday, December 3, 2012
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>	
7:03 PM	A. Motion to Excuse Council Member Fabiano	Motion
7:05 PM	IV. <u>City Manager Report</u>	
	V. <u>Presentations</u>	
	VI. <u>Public Hearing(s) - None</u>	
	VII. <u>Old Business</u>	
	VIII. <u>New Business</u>	
7:15 PM	A. Second Reading and Approval of Ordinance 194B to Amend Section 28-6 of the City Code of Ordinances to Provide Regulations for Community Event Signs and to Permit Temporary Banner Signs	Motion
7:17 PM	B. Proposed Resolution 12-103 Approving 2013 City Council Meeting Dates	Motion
7:19 PM	IX. <u>Consent Agenda</u>–	Motion
	A. Minutes & Synopsis from the Regular City Council Meeting held on November 19, 2012	
	B. Payment of Invoices in the Amount of \$81,032.26 and Payroll in the Amount of \$151,638.59 for a Total of \$232,670.85	
	C. Purchase Orders over \$5,000.00	
	1. Pleune in the amount of \$5,171.75 to replace the compressor on The McQuay Unit	
	2. Resco in the amount of \$25,987.50 for 3 rolls of Kerite wire	
	X. <u>Communications</u>–	
	A. Utility Billing Report for October 2012	
	B. Portland District Library Holiday Open House Invitation	
	C. Portland Orchestral Society Christmas Concert Invitation	
	D. Cherry Hill Estates Condominium Association Thank You Letter	
	E. City of Portland Community Attitudes Survey 2012-2013	
	F. Ionia County Board of Commissioners Agenda for November 27th	
	G. MPSC Notice of Public Hearing for Consumers Energy	

**Estimated
Time**

**Action
Requested**

7:20 PM

H. MPSC Notice of Public Hearing for Consumers Energy

X. Public Comment (5 minute time limit per speaker)

7:25 PM

XI. Other Business

7:30 PM

XII. Council Comments

Motion

XIII. Adjournment

7:42 PM



259 Kent Street
Portland, Michigan 48875
Phone 517-647-2931
Fax 517-647-2938

MEMO

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: THOMAS J. DEMPSEY, CITY MANAGER
DATE: DECEMBER 3, 2012
RE: CITY MANAGER REPORT

TONIGHT'S AGENDA ITEMS

Under Presentations

Bill Tucker from Abraham and Gaffney is here to review the 2011-2012 Audit.

Under New Business

The first item under new business is the second reading and consideration of Ordinance 194B to Amend Section 28-6 of the City Code of Ordinances to Provide Regulations for Community Event Signs and to Permit Temporary Banner Signs. The Planning Commission met on November 14th and held a public hearing on the proposed changes to the sign ordinance. The proposed ordinance allows a community events sign of up to 24 square feet to be placed up to 14 days in advance of an event and requires that it be removed within 3 days after the event. Community events signs are exempt from the permit requirement. It also allows temporary banner signs of up to 24 square feet in all non-residential districts for up to 30 days per calendar year with a permit. The time limitation may be used for one sign or split among different Temporary Banners Signs e.g. 1 sign for up to 30 days; 2 or more signs may be displayed at different times where the combined display time for all the signs does not exceed 30 days.

After the public hearing the Planning Commission voted unanimously to recommend approval of Ordinance 194B to the City Council.

Because this is a second reading, the Council will be able to consider it for adoption tonight.



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The second item is proposed Resolution 12-103 Approving 2013 City Council Meeting Dates. A schedule of all of the 2013 regular meeting dates is attached as Exhibit A. Please note that a City Council meeting is scheduled on Martin Luther King Day -January 21, 2013.

Other Business

Old School Manor

The City has been working with Craig Patterson of the Woda Group on a proposal for Old School Manor. The proposed re-use being discussed is for senior housing. It would likely involve MSHDA financing and an Ordinance calling for a Payment In Lieu Of Taxes (PILOT). I hope to have more information the night of the meeting.

Description of Energy Optimization Incentives included in the Payables this meeting.

Commercial and Industrial

1. Vollman Ford

They replaced 47 T-12 High Output Lighting fixtures with efficient T-8 fixtures and replaced 42 T-12 Lighting fixtures with efficient, reduced wattage use T-8 fixtures. While reducing kWh use for the business, they also received \$1246.50 in incentives for the project.

2. Portland Products

They replaced 34 T-12 4 lamp Lighting fixtures with efficient, high performance T-8 2 lamp fixtures. While reducing kWh use for the business, they also received \$680.00 in incentives for the project.

3. Health Source

They replaced 54 T-12 4 lamp Lighting fixtures with efficient, high performance T-8 2 lamp fixtures. While reducing kWh use for the small business, they also received \$1,283.50 in incentives for the project.

4. Endless Etching

They replaced 8 T-12 2 lamp Lighting fixtures with efficient, reduced wattage use T-8 fixtures. While reducing kWh use for the small business, they also received \$80.00 in incentives for the project.



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5. Central Michigan Plumbing

They replaced 7 T-12 4 lamp Lighting fixtures with efficient, reduced wattage use T-8 fixtures.

While reducing kWh use for the small business, they also received \$140.00 in incentives for the project.

6. Pooches Parlor (Valerie Jensen)

They replaced 4 T-12 2 lamp Lighting fixtures with efficient, reduced wattage use T-8 fixtures.

While reducing kWh use for the small business, they also received \$40.00 in incentives for the project.

Upcoming Dates of Interest

December 12th - Planning Commission

December 17th - City Council

December 21st City Hall closed P.M. -Safety Training Luncheon

December 24th & 25th City offices closed for Christmas Holiday

December 31st & January 1st – City offices closed for New Year's Holiday

January 7 - City Council

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

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

ORDINANCE NO. 194B

**AN ORDINANCE TO AMEND SECTION 28-6 OF THE CITY CODE OF
ORDINANCES TO PROVIDE REGULATIONS FOR COMMUNITY EVENTS
SIGNS AND TO PERMIT TEMPORARY BANNER SIGNS**

THE CITY OF PORTLAND ORDAINS:

SECTION 1. Section 28-6 of the City Code of Ordinance is amended by adding subsection (q) to read as follows:

(q) **Community Event Signs** are permitted in all districts subject to the following:

- (1) A **Community Event Sign** may not be placed in, on, or over any public right-of-way or alley except as allowed by Section 28-10 or as otherwise permitted by the City of Portland, Ionia County Road Commission, or Michigan Department of Transportation.
- (2) A **Community Event Sign** may be placed up to 14 days before the event and must be removed within three days after the event.
- (3) A **Community Event Sign** may be up to 24 square feet in size and may be constructed as a banner sign.

SECTION 2. Section 28-6 of the City Code of Ordinance is amended by adding subsection (r) to read as follows:

(r) **Temporary Banner Signs** are permitted in all non-residential districts subject to the following:

- (1) A **Temporary Banner Sign** may not exceed 24 square feet in size.
- (2) Only one **Temporary Banner Sign** may be displayed on a parcel at a time. Contiguous lots with common ownership will be treated as a single parcel
- (3) A **Temporary Banner Sign** may be displayed on a parcel for up to 30 days during any calendar year. The time limitation may be used for one sign or split among different **Temporary Banners Signs** e.g. 1 sign for up to 30 days; 2 or more signs may be displayed at different times where the combined display time for all the signs does not exceed 30 days.

(4) A **Community Event Sign** is not a **Temporary Banner Sign**.

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

Ayes:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: December 3, 2012

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: November 19, 2012

Adopted: December 3, 2012

Published: _____, 2012

Effective: _____, 2012

CERTIFICATION

I certify that the foregoing is a true and complete copy of Ordinance No 194 B, which was adopted by the Portland City Council at a regular meeting, held on December 3, 2012, which was conducted in accordance with the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: December 3, 2012

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. 12-103

A RESOLUTION APPROVING 2013 CITY COUNCIL MEETING DATES

WHEREAS, the Open Meetings Act requires public bodies to post a list of dates of all of the regular meetings within ten days of the first meeting in each calendar or fiscal year; and

WHEREAS, Section 2-19 of the Code of the City of Portland, Michigan provides:

2-19 Time and place.

Sec. 1. The Portland City Council shall conduct regular meetings on the first and third Monday of the month in the Council Chambers at City Hall commencing at 7:00 p.m. unless rescheduled to a date not less than seven (7) days after adoption of a resolution passed by the City Council which reschedules the regular meeting. Whenever a meeting date falls on a City holiday, the meeting shall be conducted on the next business day; and

WHEREAS, the City Clerk has prepared the attached listing of the 2013 regular meeting dates for the City Council, Planning Commission, ZBA, DDA, Board of Light & Power, Park and Recreation Board, and EDC, a copy of which is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the list of proposed dates for the meeting of City Council for the year 2013 as set forth on the attached Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 3, 2012

Monique I. Miller, City Clerk

PUBLIC NOTICE

In compliance with the Open Meetings Act and the Portland City Charter, following are the dates for the regular meetings, unless otherwise noted, for Boards & Commissions of the City of Portland for 2013. Individuals with disabilities requiring auxiliary aids or services for any meeting may obtain a Request for Accommodations form at City Hall, or call the City Clerk at 517-647-3211 to have a form mailed to you.

CITY COUNCIL	
All meetings are held at 7:00 P.M., the first and third Mondays of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, MI	Monday January 7th
	Monday January 21st
	Monday February 4th
	Tuesday February 19th
	Monday March 4th
	Monday March 18th
	Monday April 1st
	Monday April 15th
	Monday May 6th
	Monday May 20th
	Monday June 3rd
	Monday June 17th
	Monday July 1st
	Monday July 15th
	Monday August 5th
	Monday August 19th
	Tuesday September 3rd
	Monday September 16th
	Monday October 7th
	Monday October 21st
	Monday November 4th
	Monday November 18th
	Monday December 2nd
	Monday December 16th

DDA	
All meetings are held at 3:30 P.M., the third Thursday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, MI	Thursday January 17th
	Thursday February 21st
	Thursday March 21st
	Thursday April 18th
	Thursday May 16th
	Thursday June 20th
	Thursday July 18th
	Thursday August 15th
	Thursday September 19th
	Thursday October 17th
	Thursday November 21st
	Thursday December 19th

PLANNING COMMISSION	
All meetings are held at 7:00 P.M., the second Wednesday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, MI	Wednesday January 9th
	Wednesday February 13th
	Wednesday March 13th
	Wednesday April 10th
	Wednesday May 8th
	Wednesday June 12th
	Wednesday July 10th
	Wednesday August 14th
	Wednesday September 11th
	Wednesday October 9th
	Wednesday November 13th
	Wednesday December 11th

ZONING BOARD OF APPEALS	
All meetings are held at 7:00 P.M., the second Monday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, MI	Monday January 14th
	Monday February 11th
	Monday March 11th
	Monday April 8th
	Monday May 13th
	Monday June 10th
	Monday July 8th
	Monday August 12th
	Monday September 9th
	Monday October 14th
	Tuesday November 12th
	Monday December 9th

BOARD OF LIGHT & POWER	
All meetings are held at 4:00 P.M., the last Tuesday of each month, at the Diesel Plant, 723 E. Grand River Ave., Portland, MI	Tuesday January 29th
	Tuesday February 26th
	Tuesday March 26th
	Tuesday April 30th
	Tuesday May 28th
	Tuesday June 25th
	Tuesday July 30th
	Tuesday August 27th
	Tuesday September 24th
	Tuesday October 29th
	Tuesday November 26th
	* No Meeting *

PARKS & REC BOARD	
All meetings are held at 5:30 P.M., the third Thursday of each month, in the Executive Board Room at City Hall, 259 Kent St., Portland, MI	Thursday January 17th
	Thursday February 21st
	Thursday March 21st
	Thursday April 18th
	Thursday May 16th
	* No Meeting *
	Thursday July 18th
	Thursday August 15th
	Thursday September 19th
	Thursday October 17th
	Thursday November 21st
	* No Meeting *

EDC	
All meetings are held at 7:00 P.M., the fourth Monday of each month, in the Executive Board Room at City Hall, 259 Kent St., Portland, MI	Monday January 28th
	Monday February 25th
	Monday March 25th
	Monday April 22nd
	Tuesday May 28th
	Monday June 24th
	Monday July 22nd
	Monday August 26th
	Monday September 23rd
	Monday October 28th
	Monday November 25th
	* No Meeting *

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, November 19, 2012

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; Police Chief Bauer

Guests: Stephen Seger, Mike Hoorman of the Brick House Grille

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

Motion by Krause, supported by Fabiano, to approve the Agenda as presented.

Yeas: Krause, Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Dempsey presented information on the action items for consideration on the Agenda.

In addition to information for Resolution 12-100 for the approval of a Revised Budget for Fiscal Year 2012-2013 for the Portland Area Fire Authority City Manager Dempsey noted the Authority Board announced it would be taking applications for the Fire Chief position.

City Manager Dempsey also reported a resident expressed concern about the \$4,900 cost of the Critical Bridge inspection approved at the November 5th meeting. City Manager Dempsey contacted the Engineers and requested they provide additional detail on what the fracture critical piece entails. Due to the configuration of the Bridge Street Bridge, the MDOF under-bridge inspection vehicle that is available isn't practical. Therefore, the engineers will be accessing the structure "at arm's length" by using several different ladders with fall protection equipment. This is quite a bit more time consuming than a ride along with MDOF. The cost of the initial fracture critical inspection is quite a bit higher than is anticipated for future cycles. The initial field work will take longer because they have to develop procedures to safely access the structure. There are several items that have to be prepared once for use on future inspections. Once this first inspection is completed, the engineers think the fracture critical component on future inspection cycles will cost approximately \$1,000 to \$1,500.

The City received bids from 3 local concrete contractors and selected the low bidder, On the Level Concrete, to install a pedestrian sidewalk ramp on Oak Street so the northbound pedestrian traffic could cross on the east side of Lincoln Street to Oakwood Elementary School. The City's DPW assisted with removing curb and top soil and painting the stop bar and new crosswalk. On the Level had some additional concrete so they replaced a bad square of sidewalk on the north side of the intersection at no additional cost.

City Manager Dempsey described the Commercial and Industrial and Residential Energy Optimization Incentives included in the payables this month.

The Holidayfest 2012 was a big success. Many people came down for the snowball drop on Friday evening and the parade on Saturday. The horse drawn carriage rides were again a popular event. City Manager Dempsey expressed compliments to Main Street and the Arts Council on a job well done.

City Manager Dempsey acknowledged the Portland High School and St. Patrick's football teams on their great seasons; making it into post season play. The Portland Raiders continue to play after rebounding from an early 11-point deficit with 22 straight points and held on for a 28-23 victory over Ann Arbor Gabriel Richard on Saturday, November 17th, sending the Raiders to their first state championship game in school history.

City Manager Dempsey read a comment from a parent of an Ann Arbor Gabriel Richard player to PHS Athletic Director Veale commending the PHS players and fans for their character and good sportsmanship.

Mayor Barnes asked Council Member Fabiano if there were minutes available documenting the discussion of the decision to post the Fire Chief position.

Council Member Fabiano stated there was not as it was handled by the Personnel Committee and was a recommendation to the Board. He was not aware that minutes of the committees were required. Other big decisions have been handled by the committees.

City Manager Dempsey stated minutes may be required if making big decisions; if recommendations to the Board are made for approval then they may not be.

Council Member Fabiano stated it may not be a bad idea to have minutes of the committee meetings.

Mayor Barnes asked if a Personnel Policy had been completed and on what basis they would hire a new Fire Chief.

Council Member Fabiano stated a Personnel Policy had not been developed yet.

Council Member Krause stated that if this policy has not been made yet then what is this job posting based on?

Council Member Fabiano stated he is not comfortable commenting on specific issues. The decision to post the Fire Chief position was based on the fact that there has been no formal procedure in the past. This seems like the appropriate time to make sure the Fire Authority has the most qualified person as the Fire Chief.

Mayor Barnes stated that this "sounds" good but isn't in the spirit of the Fire Authority agreement. The agreement states that no employee who is transferred to the Fire Authority would be placed in any worse position.

Council Member Fabiano stated that the intent of the agreement was followed; all employees were transferred to the Fire Authority.

Mayor Barnes inquired if a performance review had been done.

Council Member Fabiano stated that he was not aware of one being done. He further stated the current Fire Chief is welcome to apply for the position.

Mayor Barnes stated that given the lack of process in a day and age of transparency this seems like a thinly veiled effort to give the position to someone else.

Council Member Fabiano said that it may appear that way. This issue was discussed at length and was not meant to be back-handed. This was approved unanimously by the Fire Authority Board on recommendation from the committee. There is currently no personnel issue with the current Fire Chief.

Mayor Barnes stated the Fire Authority Agreement was adopted with specific language; his goal is to assure the agreement is being adhered to. The big question for him is why the need for change if there is no personnel issue.

Council Member Fabiano stated the Fire Chief position has never been posted; it has always been appointed by the City Manager. The hiring of the Fire Chief should go through a proper procedure and the top person in the Fire Department should be the most qualified.

Mayor Barnes inquired if the criteria for the Fire Chief, when developed, would include some type of interface with the Ambulance Department. It seems there would be a need for a good working relationship between these two departments.

Council Member Fabiano stated it is not necessary for a fireman to be a paramedic; he doesn't see the necessity that both departments be run by the same person.

Council Member Krause asked what procedure in the agreement is being used for this decision.

Council Member Fabiano stated there has been no set procedure; the Authority is trying to set a new procedure by going through this process.

Council Member Krause stated she believes the Agreement reads that the legislative body should establish the procedures. She further stated the agreement states that no City Employee who is transferred to the Fire Authority would be placed in any worse position. This process could put our current Fire Chief in a worse position.

Council Member Fabiano stated that the Fire Authority approved and took on all current employees of the Fire Department when the Agreement was put into effect.

Council Member Krause stated her belief that this is a breach of Article 1, Section 1.3 (c).

Mayor Pro-Tem VanSlambrouck commented this issue seems to be a timeline issue. He inquired what the timeline is for this process.

Council Member Fabiano stated the process will begin immediately as the Fire Authority is newly formed.

Mayor Pro-Tem VanSlambrouck stated his understanding that as transfer to the Fire Authority has occurred this is now under the jurisdiction of the Authority Board. They have the authority to make changes. The Fire Chief position is the only position that is paid. This process would not apply to the fireman, etc.

Council Member Krause stated that if the agreement is interpreted to mean the Fire Chief should reapply for his position then the same provision would apply to all employees of the Authority. What would be next? Will all firemen have to reapply? If the Authority starts chipping away at the Contract what will be next. There may be other implications, although not intended.

Council Member Fabiano stated it is not the intent of the Board to replace every firefighter. Each employee of the Fire Authority is an at-will employee. They are only looking at the most important position on the Fire Department.

City Manager Dempsey gave his interpretation of the issue at hand. It seems there is a concern over the provision of transferring employees and whether they may be put in a worse position. There is a question about whether any policies or procedures have been established for hiring or stopping positions. The Agreement says they will develop those policies and procedures to do so. It sounds like there is a concern that everything has been going along smoothly until the Authority is created. Once the Authority is in place the Board is looking for a new Chief. It appears as if someone is being put in a worse position because of the transfer to the Authority. There has been no performance review done calling into question the performance by the Fire Chief. There is no timeline in place. The minutes don't provide enough information; so there is concern the Authority is not following the agreement. It seems there is a request for additional information.

Council Member Fabiano stated there is no malicious intent in taking applications for the Fire Chief position; only looking out for the best interest of the Fire Department.

Council Member Calley stated when he approved the Fire Authority Agreement he didn't anticipate the Fire Chief would have to reapply for his job. He further stated that from a layman's point of view he is taken by surprise by this action. Although he sees both sides of the issue he didn't expect this to happen.

Mayor Barnes stated he was under the impression the Fire Department would transfer the employees and the employees would remain the same; unless there was some issue necessitating a change in personnel. It has only been 4 months since the formation of the Authority. He set out to make sure no one was harmed by this agreement. He believes that basically the tenure of the Fire Chief is being terminated and he is being told he can reapply.

City Manager Dempsey gave his explanation of the process he uses in the hiring or appointment of Department Heads. Historically, succession planning has been used in trying to train individuals within departments to take over.

There was some debate between City Manager Dempsey and Council Member Fabiano on how this process has been used historically for the Fire Chief.

Council Member Krause stated she feels the Authority Board is trying to get rid of the current Chief. If this is truly needed then the proper procedures need to be followed; this type of decision should not be made "willy-nilly".

Council Member Fabiano stated the decision was not made "willy-nilly".

Council Member Krause further stated she feels this section of the agreement has need of clarification; this issue may need to go to mediation.

Council Member Calley stated he hopes the intent of the Board in taking applications for the Fire Chief position is not because he is an employee of the City and needs to be gotten rid of. He cautioned this issue should be handled very carefully.

Council Member Fabiano stated he agrees and stated that is not the intent.

Mayor Barnes commented this is why a proper procedure and criteria should be put in place. The “spirit” of the agreement may be violated.

Mayor Pro-Tem VanSlambrouck asked if a job description is available.

Council Member Fabiano stated there currently is not.

Mayor Pro-Tem VanSlambrouck stated there is much to be done before the position can be posted.

Under New Business the First Reading of Ordinance 194B to amend Section 28-6 of Code of Ordinances to provide regulations for Community Event Signs and to permit Temporary Banner Signs. The Planning Commission met on November 14th and held a public hearing on the proposed changes to the Sign Ordinance. This ordinance would allow a community event sign of up to 24 square feet to be placed up to 14 days in advance of an event and required it be removed within 3 days after the event. Community event signs are exempt from the permit requirement. This Ordinance would allow Temporary Banner Signs of up to 24 square feet in all non-residential districts for up to 30 days per calendar year with a permit. The time limitation may be used for one sign or split among different Temporary Banner Signs throughout the year. The Planning Commission unanimously voted to recommend approval of Ordinance 194B to the Council.

The Council considered Resolution 12-97 to approve the Mayor’s appoint of Brian Grapentien as the City’s Dangerous Building Hearing Officer. The City’s Dangerous Building Ordinance is found in Section 8-120 through 8-128 of the Portland Code of Ordinances. Those sections define what constitutes a dangerous building and provide a procedure to have such a building demolished or otherwise made safe. The procedure calls for notice to the building owner and an opportunity to appear before a Hearing Officer. This matter is coming up now because the City is seeking to demolish a fire damaged structure on Quarterline Street that is now owned by the lender. It currently appears the lender is going to voluntarily cooperate with taking the building down; it is not likely to have to go through the Dangerous Building process.

Council Members Krause and Calley both expressed their faith in Mr. Grapentien’s qualifications and thanked him for his willingness to serve in this capacity.

Motion by Calley, supported by Krause, to approve Resolution 12-97 approving the Mayor’s appointment of Brian Grapentien as the City’s Dangerous Building Hearing Officer.

Yeas: Calley, Krause, VanSlambrouck, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 12-98 to authorize the Mayor and Clerk to sign a License Agreement with Mike Hoorman to permit the Brick House Grille, 205 Kent Street, to use City property to use and maintain the exhaust vent on the South wall of that building and to place a trash receptacle adjacent to City owned property.

Mr. Hoorman addressed the Council and stated he will be opening a full service restaurant offering steaks, ribs, chops, pasta, and seafood along with high quality desserts. There will be no counter service; there will be waiters and waitresses. The restaurant is planned to be upscale and will offer some catering.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 12-98 approving, authorizing, and directing the Mayor and Clerk to sign a License Agreement with Mike Hoorman to permit the Brick House Grille to use City property.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 12-99 to approve the Economic Development Corporation's recommendation to approve an exclusive Listing Agreement with Coldwell Banker Frewen Realty to market the vacant land at Cutler Rd. and Grand River Ave. The prior listing with CBRE expired at the end of last month. The EDC met on October 22nd to decide whether to renew the listing or give Coldwell Banker Frewen Realty an opportunity to list the property. After listening to a presentation from Terry Frewen the EDC approved a recommendation to the City Council to approve the listing.

Council Member Calley inquired about the minimum \$1,500 commission fee noted in the agreement.

City Manager Dempsey explained this is in the event the City were to sell property to a developer for a \$1.00, for example, the realtor would receive a \$1,500 commission.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 12-99 approving the Economic Development Corporation's recommendation to approve an exclusive Listing Agreement with Coldwell Banker Frewen Realty to market the vacant land at Cutler Rd. and Grand River Ave.

Yeas: VanSlambrouck, Fabiano, Calley, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 12-100 to approve a revised budget for Fiscal Year 2012-2013 for the Portland Area Fire Authority. The Fire Board has approved a revised budget for the same total dollar amount but has changed the format and budget for some line items. They have submitted it to the City Council and Township Boards for approval.

Motion by VanSlambrouck, supported by Calley, to approve Resolution 12-100 approving a revised Budget for Fiscal Year 2012-2013 for the Portland Area Fire Authority.

Yeas: VanSlambrouck, Calley, Fabiano, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 12-101 to approve Pay Request No. 1 and Final for the 2012 Ultra-Thin Overlay Project Contract with Spartan Asphalt. This contract was approved with the City being responsible for City streets for an amount estimated to be \$41,811.25 plus wedging and for the Cherry Hill Condominium Association Streets being responsible for reimbursing the City for its streets for an amount estimated to cost \$18,441.28 plus wedging. City Manager Dempsey requested additional asphalt from the wedging estimate to thicken the asphalt on Market Street where it transitions to gravel so it would not break up and at an approach at an alley to transition grade and avoid ponding alongside the new pavement. The Association approved some additional length on Blossom Drive which

increased the overall contract price by \$6,747.41 with the City paying \$4,087.61 for its portion and the Association paying \$2,656.80 for its portion. Everyone involved with the project seems very pleased with the work. City Manager Dempsey recommended Council approve the payment in the amount of \$66,999.94 to Spartan Asphalt.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 12-101 approving Pay Request No. 1 and Final for the 2012 Ultra-Thin Overlay Project Contract with Spartan Asphalt.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 12-102 in support of Portland Main Street's 2013 Great American Main Street Award application. Every year, the National Trust Main Street Center recognizes exceptional Main Street communities that have demonstrated proven success in using the Main Street Four Point Approach to create economic vitality, a unique sense of place, and a strong commitment to the community by all stakeholders. Last year Portland Main Street was one of ten finalists being considered for a Great American Main Street Award (GAMSA) because its successes have served as a model for comprehensive commercial district revitalization. Unfortunately, Portland's program was not selected as one of the 5 Great American Main Streets. The Main Street Board decided to re-apply this year. Approval of this resolution would endorse that application.

Mayor Pro-Tem VanSlambrouck commented that he is very proud of the Portland Main Street program and what it has accomplished. This award would be a great honor to win.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 12-102 supporting Portland Main Street's 2013 Great American Main Street Award Application.

Yeas: VanSlambrouck, Krause, Fabiano, Calley, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Krause, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on November 5, 2012, payment of invoices in the amount of \$155,010.12 and payroll in the amount of \$126,063.30 for a total of \$281,073.42. There was a purchase order to Michigan Electric Cooperative Association in the amount of \$7,667.00 for 2013 Safety Dues included.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

Under Council Comments, Council Member Krause thanked the Main Street program for reapplying for the GAMSA as Portland is the best small town in America. She thanked them for all of their efforts.

Mayor Pro-Tem VanSlambrouck thanked all of the volunteers involved with Holidayfest for their efforts and the residents for coming to the event.

Mayor Pro-Tem VanSlambrouck also reminded everyone the VFW will be serving a Thanksgiving Dinner on Thanksgiving Day, November 22nd for anyone interested in attending. Dinner will be served from Noon to 4:00 P.M.

Mayor Barnes commended St. Pat's for their excellent football season and wished the Portland Raiders well on their trip to the State Football Finals at Ford Field in Detroit. The recognition the team has earned for their good sportsmanship and character is a testament to the leadership of Superintendent Dumas, Athletic Director Veale, and Head Football Coach Novara.

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

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

Meeting adjourned at 8:09 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the November 19, 2012 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; Police Chief Bauer

Discussion of the approval by the Portland Area Fire Authority Board to post the Fire Chief position.

First Reading of Ordinance 194B to amend Section 28-6 of the City Code of Ordinances to provide regulations for Community Event Signs and to permit Temporary Banner Signs.

Approval of Resolution 12-97 approving the Mayor's appointment of Brian Grapentien as the City's Dangerous Building Hearing Officer.

All in favor. Approved.

Approval of Resolution 12-98 approving, authorizing, and directing the Mayor and Clerk to sign a License Agreement with Mike Hoorman to permit the Brick House Grille to use City property.

All in favor. Approved.

Approval of Resolution 12-99 approving the Economic Development Corporation's recommendation to approve an exclusive Listing Agreement with Coldwell Banker Frewen Realty to market the vacant land at Cutler Rd. and Grand River Ave.

All in favor. Approved.

Approval of Resolution 12-100 approving a revised Budget for Fiscal Year 2012-2013 for the Portland Area Fire Authority.

All in favor. Approved.

Approval of Resolution 12-101 approving Pay Request No. 1 and Final for the 2012 Ultra-Thin Overlay Project Contract with Spartan Asphalt.

All in favor. Approved.

Approval of Resolution 12-102 supporting Portland Main Street's 2013 Great American Main Street Award Application.

All in favor. Approved.

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

Adjournment - Motion by Fabiano, supported by VanSlambrouck, to adjourn the regular meeting at 8:09 P.M.

All in favor. Adopted.

A copy of the approved Minutes are available upon request at City Hall, 259 Kent Street.

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AUTOMATED BUSINESS EQUIPMENT	00027	INK JETS MAILING MACHINE-GENERAL	155.00
AUTOMATED BUSINESS EQUIPMENT	00027	SERVICE CONTRACT - GENERAL	360.00
BEAR PACKAGING & SUPPLY, INC.	00044	DRUM LINERS- GEN,CITY HALL, CEMETERY	502.20
DORNBOS, SIGN & SAFETY, INC.	00067	SNAP-LOCK ASSEMBLY/SIGNS-MAJ ST, LOC STS	183.46
DORNBOS, SIGN & SAFETY, INC.	00067	NO PARKING SIGNS- MAJ STS	138.11
CHROUCH COMMUNICATION, INC.	00082	RADIOS FOR NARROW BANDING-AMBULANCE	110.00
GRAINGER, INC.	00172	VARIOUS SAFETY SUPPLIES - WASTE WATER	377.78
GRAINGER, INC.	00172	DANGER SIGN- WASTE WATER	21.75
GRAINGER, INC.	00172	STAINLESS STEEL BARD AND BUCKLE KIT-M ST	177.00
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	15,000.00
KENDALL ELECTRIC	00225	ELBOWS & ADAPTERS - ELECTRIC	282.58
KENDALL ELECTRIC	00225	ELBOWS & ADAPTERS - ELECTRIC	457.32
KEUSCH SUPER SERVICE	00228	MOUNT & BALANCE TIRES - MOTOR POOL	194.00
MENARDS	00260	WOOD/BOLTS - PARKS	42.31
MICHIGAN ELECTION RESOURCES	00278	QVF VOTER ID CARD-ELECTIONS	39.56
MISS DIG SYSTEM	00312	ANNUAL MEMBERSHIP FEE 2013- ELEC, WW, WT	205.60
MRE SERVICES, INC.	00318	OCTOBER COMPUTER SVC - VAR DEPTS	3,318.36
MUNICIPAL SUPPLY CO.	00324	MEASURE WHEEL - ELECTRIC	150.00
MUNICIPAL SUPPLY CO.	00324	FOOD GRADE LUBE - WATER	27.40
MUNICIPAL SUPPLY CO.	00324	BLUE MARKING PAINT - WATER	16.00
PORTLAND CHAMBER OF COMMERCE	00358	ANNUAL MEMBERSHIP - ECON DEVELOPMENT	75.00
PURITY CYLINDER GASES, INC.	00380	COMPRESSED OXYGEN-AMBULANCE	59.80
RESCO	00392	CLOSING PLATE - ELECTRIC	124.80
RESCO	00392	ST LIGHT KITS/METER SOCKETS-COM PROM/ELC	879.00
S&K PRINTING	00400	WINTER PROPERTY TAX BILLS/ENV-GENERAL	250.00
STATE OF MICHIGAN	00428	MECHANIC CERT RENEWAL-MOTOR POOL	20.00
VERIZON WIRELESS	00470	TELEPHONE SVC-CODE, ELEC, WW, WTR, M POOL	129.54
VOLLMAN-FORD	00473	ENERGY OPTMZ - ELECTRIC	1,246.50
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	2,712.35

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AT&T	00686	TELEPHONE SVC - WASTE WATER	166.56
AT&T	00686	TELEPHONE SVC- WASTE WATER	45.60
PLEUNE SERVICE COMPANY INC.	00741	REPLACE COMPRESSOR - CITY HALL	5,171.75
TOM DEMPSEY	00898	MMFA CONFERENCE MILEAGE REIMB- ELECTRIC	76.60
TOM DEMPSEY	00898	CONFERENCE REIMB/MILEAGE- CITY MGR	334.15
TOM DEMPSEY	00898	MILEAGE REIMB - CITY MANAGER	58.06
OTIS ELEVATOR	00970	ELEVATOR SVC CONTRACT - CITY HALL	494.40
NORTH AMERICAN ELECTRIC RELIABILITY	00985	NERC ASSMNT, REC ASSMNT- ELECTRIC	236.12
INTERNATIONAL CODE COUNCIL	01098	GOVERNMENTAL MEMBER DUES - CODE	125.00
HEATHER WIEBER	01186	GYMNASTICS INSTRUCTORS - RECREATION	1,654.00
BOUND TREE MEDICAL LLC	01543	AMBULANCE SUPPLIES - AMBULANCE	495.17
BOUND TREE MEDICAL LLC	01543	SUPPLIES - AMBULANCE	14.00
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	925.00
CENTRAL INTERCONNECT INC.	01779	PROVIDE & INSTALL TOUCH PANEL-COMM PROMO	2,971.07
JOHN DEERE FINANCIAL	01818	SHIELD & CHAIN - MOTOR POOL	25.90
USA BLUEBOOK	01850	QUICK PRO PUMPHEAD- WASTE WATER	109.10
PORTLAND PRODUCTS	01924	ENERGY OPTMZ- ELECTRIC	680.00
FAMILY FARM & HOME	01972	NUTS/BOLTS/WASHERS - MOTOR POOL	12.23
RURAL DEVELOPMENT	02030	SANITARY SEWER LOAN 92-03 -WASTE WTR	21,541.81
COLLINS ENGINEERS INC.	02056	DAM INSPECTION - ELECTRIC	11,300.00
FREDRICKSON SUPPLY LLC	02104	TUBE FOR VACCON TRUCK - WASTE WATER	243.89
J WELLER CONSTRUCTION	02115	INSTALL NEW ROOF SYSTEM ON WELL#5-WTR	3,270.00
WOW! INTERNET-CABLE PHONE	02132	CABLE INTERNET - ELEC,WASTE WTR,MTR POOL	103.91
ON THE LEVEL CONCRETE LLC	02141	SIDEWALK RAMP & CURB REPLMNT-COMM PROMO	750.00
AMY WIEBER	02142	GYMNASTICS INSTRUCTOR - RECREATION	240.00
AMBER WIEBER	02143	GYMNASTICS INSTRUCTORS - RECREATION	220.00
HOLLY WIEBER	02144	GYMNASTICS INSTRUCTORS - RECREATION	260.00
UPS	MISC	POSTAGE - GENERAL	6.48
KIMBERLEE SMITH	MISC	YOUTH BASKETBALL REFUND - RECREATION	35.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
KATRINA HENGESBACH	MISC	YOUTH BASKETBALL REFUND - RECREATION	70.00
JODIE WATTS	MISC	YOUTH BASKETBALL REFUNDS - RECREATION	70.00
SHELLY MARTIN	MISC	YOUTH BASKETBALL REFUNDS - RECREATION	35.00
ANGELA SHINAVER	MISC	YOUTH BASKETBALL REFUND - RECREATION	35.00
ANN LEHMAN	MISC	YOUTH BASKETBALL REFUND - RECREATION	35.00
JENNY WEBER	MISC	YOUTH BASKETBALL REFUND- RECREATION	35.00
RANDY FOOTE	MISC	YOUTH BASKETBALL REFUND - RECREATION	70.00
KRISTI WARNER	MISC	REGISTRATION REFUND - RECREATION	35.00
IONIA HEALTH PLAN	MISC	REFUND OF AMBULANCE PAYMENT-AMBULANCE	302.54
CENTRAL MI PLUMBING & HEATING	MISC	ENERGY OPTMZ - ELECTRIC	140.00
HEALTH SOURCE	MISC	ENERGY OPTMZ - ELECTRIC	1,283.50
VALERIE JENSEN	MISC	ENERGY OPTMZ - ELECTRIC	40.00
ENDLESS ETCHING	MISC	ENERGY OPTMZ - ELECTRIC	80.00
Total:			\$81,032.26

**BIWEEKLY
WAGE REPORT
November 26, 2012**

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.	10,908.55	95,688.05	2,750.33	47,911.58	143,599.63
ASSESSOR	1,050.75	12,245.15	266.72	3,421.38	15,666.53
CEMETERY	3,494.48	35,797.04	1,083.33	11,331.26	47,128.30
POLICE	20,532.15	140,475.95	4,704.55	46,036.02	186,511.97
FIRE	-	3,046.00	-	233.02	3,279.02
CODE ENFORCEMENT	1,909.19	15,638.32	484.61	4,572.01	20,210.33
PARKS	1,579.88	30,534.05	400.09	6,376.67	36,910.72
INCOME TAX	2,012.75	15,748.89	505.63	9,988.97	25,737.86
MAJOR STREETS	5,767.07	31,400.58	2,151.74	21,040.58	52,441.16
LOCAL STREETS	3,428.37	21,858.15	1,277.94	15,246.11	37,104.26
RECREATION	2,101.10	21,237.65	530.51	9,080.52	30,318.17
AMBULANCE	14,922.29	101,144.15	2,609.51	33,714.21	134,858.36
DDA	1,584.55	17,294.73	394.01	5,141.75	22,436.48
ELECTRIC	27,539.38	177,257.82	9,427.45	89,753.12	267,010.94
WASTEWATER	9,541.23	86,516.09	2,854.52	46,462.97	132,979.06
WATER	8,248.89	61,436.86	2,792.37	29,278.47	90,715.33
MOTOR POOL	3,485.85	23,641.12	1,298.80	16,169.16	39,810.28
TOTALS:	118,106.48	890,960.60	33,532.11	395,757.80	1,286,718.40

**BI-WEEKLY CASH BALANCE ANALYSIS
12/3/2012**

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	721,764.58	3,928.40	79,160.65	27,353.00	783.00	673,102.33	235,000.00	908,102.33
INCOME TAX	9,185.62		3,237.38		2,460.00	3,488.24	10,000.00	13,488.24
MAJOR STREETS	223,022.13		8,348.52		1,786.00	212,887.61	-	212,887.61
LOCAL STREETS	42,949.75	21,240.75	4,775.17		577.00	58,838.33	-	58,838.33
RECREATION	8,120.79	2,340.00	5,440.61		1,060.00	3,960.18	-	3,960.18
AMBULANCE	47,546.03	5,201.55	18,545.31		2,279.00	31,923.27	-	31,923.27
REFUSE COLLECTION	15,952.59	5,706.42	7.41			21,651.60	-	21,651.60
ELECTRIC	208,525.05	208,640.36	185,496.53		6,075.00	225,593.88	620,000.00	845,593.88
WASTEWATER	51,052.11	66,830.85	35,915.48		4,708.00	77,259.48	-	77,259.48
WATER	514,792.22	29,285.26	15,225.76		4,708.00	524,143.72	420,000.00	944,143.72
MOTOR POOL	132,335.42		5,249.10		2,917.00	124,169.32	-	124,169.32
DDA	50,450.33					50,450.33	-	50,450.33
TOTALS:	2,025,696.62	343,173.59	361,401.92	27,353.00	27,353.00	2,007,468.29	1,285,000.00	3,292,468.29
						ELECTRIC-RESTRICTED CASH	310,000.00	310,000.00
						CUSTOMER DEPOSIT CD	170,000.00	170,000.00
						PERPETUAL CARE CD	130,000.00	130,000.00
						SUMMER REC SAVINGS	3,530.33	3,530.33
						INCOME TAX SAVINGS	479,463.79	479,463.79
						ELECTRIC-PRIN & INT ESCROW	290,421.61	290,421.61
						WASTEWATER BOND PROCEEDS	83,207.36	83,207.36
						WASTEWATER -DEBT ESCROW	170,780.62	170,780.62
						WASTEWATER-REPAIR ESCROW	23,942.18	23,942.18
						DDA-PRIN/INT ESCROW	72,512.40	72,512.40
							3,018,858.29	5,026,326.58

* CASH IN TIME CERTIFICATES
**INVEST IN TIME CERTIFICATES

PURCHASE ORDER

CITY OF PORTLAND

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

TO Pleune

SHIP TO _____

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

QUANTITY	DESCRIPTION	PRICE	AMOUNT
	Replace Compressor on McQuay Unit that serves the offices.		\$5,171.75
	101-265-930000 City Hall ^{MTR} Building	\$5,171.75	

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

AUTHORIZED SIGNATURE _____

ORIGINAL

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



Employee Owned Mechanical Contractor

(616) 243-5434 SERVICE PHONE
 (616) 254-8043 SERVICE FAX

INVOICE

REMIT TO: Pleune Service Compar
 750 Himes SE
 Grand Rapids, MI 49548

BILL TO: PORTLAND CITY HALL
 259 KENT ST
 PORTLAND MI
 48875
 Att: TOM DEMPSEY

LOCATION: PORTLAND CITY HALL
 259 KENT ST
 PORTLAND MI 48875
 517-647-2931

INVOICE # **W62759** DATE **Nov 12/12** WORK ORDER **0058406** P/O #:
 DATE SERVICED: **Oct 5/12** CALLED IN BY: **TOM**

PART #	SERVICEMAN #	DESCRIPTION	UNIT PRICE	QUANTITY	U/M	EXT. AMOUNT
--------	--------------	-------------	------------	----------	-----	-------------

QUOTE APPROVED TO REPLACE THE COMPRESSOR ON MCQUAY UNIT WITH SERIAL#STNAC20600073 THAT SERVES THE OFFICES, PER QUOTED PRICE \$5,171.75
 10/17 JOB IS COMPLETE HOWEVER FURTHER WORK IS NEEDED, ROSS WILL CLOSE THIS WORK ORDER OUT AND REQUOTE. HE WILL INFORM TOM- JR
 SEE ATTACHED WORK ORDER

Amount	5,171.75
Total Invoice	5,171.75

Pleune Service Co. is not responsible for the removal of hazardous materials and does not include systems to control, eliminate or remove mold in your building.

Warranty Statement: Pleune Service Company warrants all workmanship for a period of 30 days from the time of service. All parts have a one year warranty under normal wear and tear usage. This excludes maintenance items such as but not limited to belts and filters. Failure from external conditions and acts of God will not be covered.

CREDIT POLICY - TERMS: NET 30 DAYS

Invoices are subject to a finance charge of 1% per month, annual rate of 12% on all balances over 30 days. The undersigned purchaser hereby agrees to pay attorney's fees equal to 33 1/3% of the balance due plus all attendant collection costs, should the account become delinquent and is turned over to an attorney for collection.



Pleune Service Company

Employee Owned Mechanical Contractor
(616) 243-5434 SERVICE PHONE
(616) 254-8043 SERVICE FAX

REMIT TO: Pleune Service Company
750 Himes SE
Grand Rapids, MI 49548-3424

FIELD WORK ORDER

BILLING DATE

No. 28508

CUSTOMER NO.: 716 BILL TO NO.: 212

CONTACT: Tom

PHONE: ()

CUSTOMER PO#

DESCRIPTION: 27000 X7000 Compressor

INSPECTION:

- 1st Qtr. 3rd Qtr.
- 2nd Qtr. 4th Qtr.

The checklist below applies to all mechanical equipment included in customer contract.

- | | | |
|---------------------------------------|-------------------------------------|------------------------------------|
| | <u>Inspected</u> | <u>Not included
in PM plan</u> |
| Fan Section | | |
| 1. Change Filters | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Adjust Belt Tension | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Replace Belts | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Inspect Bearings & Pulleys | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Check Blower Motor | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Cleaned Filters | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Electrical | | |
| 1. Soft Check | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Check Wiring / Connections | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Contactors / Relays | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Circuit Boards | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Amp Check Compressor | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Amp Check Blower Motor | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Heating Section | | |
| 1. Check Heat Exchanger / Flue | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Clean Pilot Assembly / Flame Rod | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Check / Clean Burners | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Verify Operating / Safety Controls | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Check Inducer Motor | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Cooling Section | | |
| 1. Evaporator / Condenser Coils | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| a. Cleaned w/ CO2 & brush | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Chemically power washed | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Power wash w/ water only | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Clean Drain Pan / Trap | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Compressor / Refer System | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Supply Temperature | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Miscellaneous Equipment | | |
| 1. Exhaust Fans | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Belts / Sheaves | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Electrical Connections | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Lubricated Bearings | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Economizer | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Ductwork Repair | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

MISCELLANEOUS MATERIAL USED			
QTY	PART #	DESCRIPTION	PRICE
50ft		Blue Polyurethane	
1		Insulated Pipe	
2		Blue Line Pops	
		Therms	
1		1/2" Coupling	
10ft		Whisper	

* SEE REVERSE SIDE FOR ADDITIONAL MATERIALS & BELTS USED

Technician Comments / Recommended Repairs:

Recovered all system refrigerant from system. Recovered condenser. Installed new condenser & tubing kit. Installed new liquid line traps at TRVs. Compressor & oil used. Recharged all compressor in system. Evacuated system. Waiting on other quote to finish job.

A proposal will be sent from our Service Department

Repairs approved on site No repairs needed

Time In _____	Time Out _____
Time In _____	Time Out _____
Time In _____	Time Out _____

Regular	Per Hour
OT/Elec/Plumb	Per Hour

TOTAL LABOR _____

TOTAL MATERIAL _____

TOTAL OTHER _____

TRUCK CHARGE _____

TAX _____

TOTAL AMOUNT DUE 5,000

TECH: Jesse DATE: 12/28/08

CREDIT POLICY - TERMS: NET 30 DAYS

Invoices are subject to a finance charge of 1% per month, annual rate of 12% on all balances over 30 days. The undersigned purchaser hereby agrees to pay attorney's fees equal to 5% of the balance due plus all attendant collection costs, should the account become delinquent and is turned over to an attorney for collection.

Pleune Service Co. is not responsible for the removal of hazardous materials and does not include systems to control, eliminate or remove mold in your building.

I hereby acknowledge the satisfactory completion of the work described.

X Tom De Not Avabile CUSTOMER SIGNATURE

SERVICE OFFICE COPY

PURCHASE ORDER

CITY OF PORTLAND

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

TO Resco

SHIP TO Electric

split 50/50 between
582-539-775 and 582-539-939

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

11-29-12

QUANTITY	DESCRIPTION	PRICE	AMOUNT
3	Rolls of 4/0 Kerite wire	est.	\$25,987.50



NOT FOR RESALE FOR RESALE

TAX NUMBER _____

AUTHORIZED SIGNATURE

ORIGINA

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

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

Nov. 29th, 2012

Re: Light & Power Board Recommendations

City Manager
City Council

At the Nov. 2012 Light & Power Board meeting the Light & Power Board passed two recommendations to the City Council.

1-Fund the Parks and Recreation's request for shirts for the youth basketball league \$1200. to \$1600. depending on the quantity of enrollments.

2-Purchase 3 rolls of Kerite wire for the est. amount of \$25,987.50.

The wire will be used to loop Divine Hwy. and Maynard Rd. together. The loop will increase reliability for about 250 homes and business'.

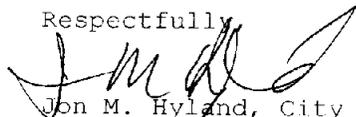
With the replacement of cable in the Mulder Rd. area, an opportunity opened up to tie the two roads together through the Cottonwood Sub. Conduits were placed in Cottonwood at the time of Cottonwood's construction in anticipation of completing this loop, sometime in the future, which is here.

Presently we have acquired an easement from the Cottonwood Assc. and one homeowner in Mulder Rd. area to place the necessary cable. Once they are signed the cable can be placed.

With these 3 rolls of wire, this will allow us to loop this. In addition, I will have to use some of our emergency rolls which will need to be replaced in the spring. I asked the Board for 3 at this time with the intention of picking up an additional 3 in the spring.

Attached is a copy of our system to the north, I have highlighted the area that it benefits.

Respectfully,

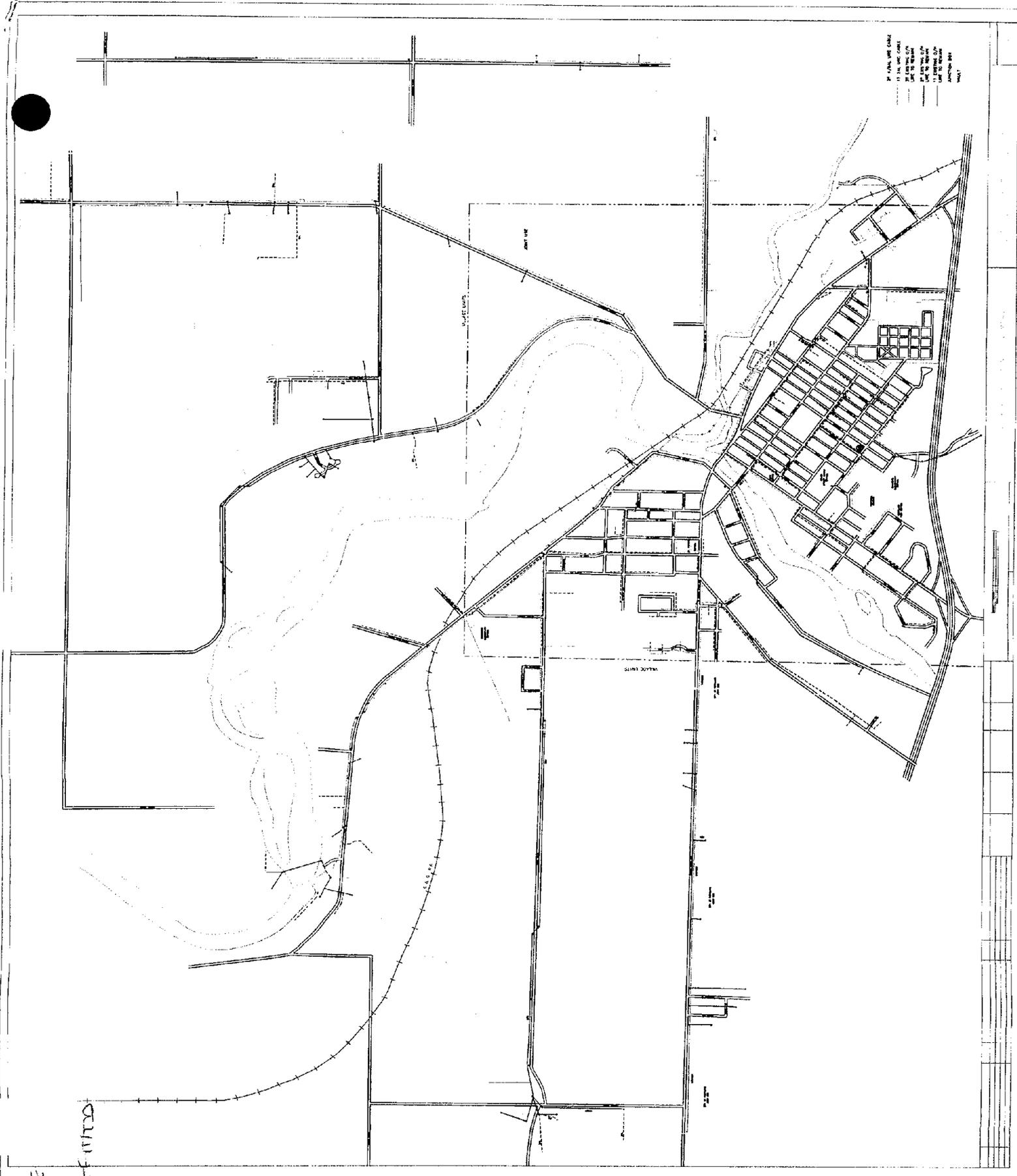


Jon M. Hyland, City of Portland, Board of Light & Power

PO LINE

IN BENEVOLENT

PO LINE AND CABLE
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CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

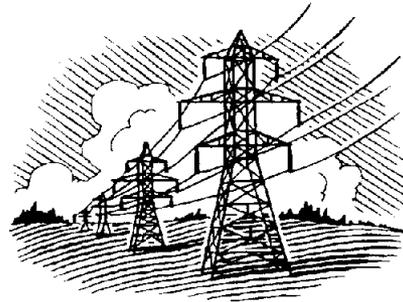
November 1, 2012
October 1-31, 2012

HYDRO GENERATION	57,600		
DIESEL PRODUCTION	0		
Kwh Purchased	2,758,227	Amount Paid	\$ 179,756.77
Total Kwh Purchased	2,758,227	Total Dollars Paid	\$ 179,756.77

Kwh Billed		Dollars Billed	
Residential	1,074,775	PCA Billed	\$ 8,665.21
Commercial	603,351	Residential	\$ 116,024.84
Large General	840,720	Residential EO Charge	\$ 1,982.32
City St. Lites Metered	31,288	Geothermal Discount	\$ -
St. Lites Unmetered		Commercial	\$ 64,844.63
Rental Lights		Commercial/LG EO Charge	\$ 2,537.10
Demand	2,417	Large General	\$ 58,204.93
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 2,611.95
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,552,551	Rental Lights	\$ 259.59
		Demand	\$ 14,207.62
Arrears after billing	\$ 13,770.59	Tax	\$ 9,849.36
Penalties Added	\$ 2,018.59	Total Dollars Billed	\$ 280,749.00
Arrears end of month	\$ 44,415.67		
Fuel Cost Billed	\$ 16,244.84	Power Cost Adj.	.00344
Amount Collected	\$ 342,205.13		
Total Adjustments	\$2,363.00		

Residential Customers	2,135
Commercial Customers	314
Large General	17
Total Customers	2,466

11/05/12



CITY OF PORTLAND
November-12

WATER DEPARTMENT REPORT

MONTH	Oct-12	PERIOD COVERED	October 1-31, 2012
Customers Billed		Penalties Added	\$ 413.11
City	1,824	Dollars Collected	\$ 51,771.52
Rural	27	Arrears at end of Month	\$ 8,885.80
Total Customers	1,851	Adjustments	\$ 575.74
		Gallons Pumped	10,474,000
		Hydrant Flusing/Rental (unmetered)	0 (water leak)
Gallons Billed		Dollars Billed	
City	8,640,410		\$ 45,307.92
Rural	180,970		\$ 1,714.45
Total	<u>8,821,380</u>		<u>\$ 47,022.37</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,776	Dollars Billed	\$ 64,695.21
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 64,695.21

Penalties Added	\$ 542.41
Dollars Collected	\$ 69,321.58
Arrears at end of Month	\$ 11,866.83
Adjustments	\$ 842.99
Gallons Treated per Million	9.1





Please join us as we celebrate your very much appreciated
service to the Portland District Library.

Holiday Open House

Wednesday, December 5th, 2012

4:00 pm – 7:00 pm

We are looking forward to sharing the season with you.

Saturday, December 8, 2012



7:00 p.m.



The Portland Orchestral Society hosts

The Ionia Community Band

*A Christmas Gala
Concert!*

At the Portland Civic Players Play House

231 Maple St. , Portland MI 48875

FREE ADMISSION

Voluntary donations shared between the Orchestral Society and the Portland Civic Players.

Featuring holiday standards and traditional favorites performed by talented musicians from Portland, Ionia County and beyond.

For information contact Mike Judd, POS President 517-285-0972

November 20, 2012

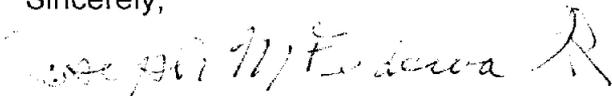
Mr. Tom Dempsey
City Manager
City Hall
Portland, MI 48875

Dear Mr. Dempsey:

The Board of the Cherry Hill Estates Condominium Owners Association would like to express their thanks to you and the Portland City Council for all you do to support our condominium association.

We do appreciate you working with us on our street paving as well as other projects that help us keep Cherry Hill looking good. We feel fortunate to have concerned members on our city council who work with a goal to keep our neighborhood and town a great place to live and work.

Sincerely,

A handwritten signature in black ink that reads "Joseph M. Fedewa" followed by a stylized flourish.

Joseph M. Fedewa, President
Cherry Hill Estates Condominium Owners Association

c: Cherry Hill Estates Board Members



CITY OF PORTLAND COMMUNITY ATTITUDES SURVEY 2012-2013

A Message from Portland Administration

All the households in the City of Portland are being asked to participate in an anonymous survey regarding your reactions to and perceptions of the community in which you live. No code numbers have been used to identify respondents, and no follow-up contacts will be made. This confidential survey approach will provide information that can be generalized across residents of the City. The results of the survey will be shared with City officials to shape planning and decision-making processes.

Please follow the instructions throughout the survey, answering as best and as honestly as you can. Feel free to use the open-ended questions to provide additional information and feedback. Please do not give it to somebody else to complete.

When you are done, please return it directly to *City of Portland City Hall, Attn: City Manager's Office, 259 Kent Street, Portland, Michigan 48875*. Completed questionnaires will be treated with confidence. Thank you in advance for your participation.

Please return the survey by February 1, 2013.

Part One: Household Information

To respond to Questions 1-6, simply circle the letter(s) that best represent(s) your answer.

1. I have lived in Portland for: A. Less than 1 year B. 1-5 years C. 6-10 years D. More than 10 years
2. Will you be living in Portland 3 years from now? A. Yes B. No C. Unsure
3. How many members are in your household? A. One B. Two C. Three D. Four E. Five F. Six or more
 - 3a. Do you have children at home? A. Yes B. No
 - 3b. If yes, please indicate all the appropriate age groups:
 - A. Pre-school thru elementary B. Middle and high school C. Beyond high school
4. Do you own or rent your place of residence? A. Own B. Rent
 - 4a. If you rent, do you have a written lease? A. Yes B. No
 - 4b. If you rent, does your landlord live in Portland? A. Yes B. No C. Unsure
5. Which of the following best describes your employment status?
 - A. Full-time B. Part-time C. Retired D. Unemployed (job-seeking) E. Not employed (not job-seeking)
 - 5a. If you are employed, do you work in the:
 - A. City of Portland B. Ionia County C. Lansing C. Grand Rapids D. Other
 - 5b. How many passenger vehicles are licensed within your household?
 - A. Zero B. One C. Two D. Three or More

Part Two: Rate Condition of City's Infrastructure

To respond to items in this section, simply circle the one number that best represents your answer.

How would you rate the following:	<u>Excellent</u>		<u>Average</u>		<u>Poor</u>	<u>No Opinion</u>
City Buildings	5	4	3	2	1	NA
City Parks	5	4	3	2	1	NA
City Streets	5	4	3	2	1	NA
City Water System	5	4	3	2	1	NA
City Sewer System	5	4	3	2	1	NA
City Electric System	5	4	3	2	1	NA
City Sidewalks	5	4	3	2	1	NA
City Alleys	5	4	3	2	1	NA

Part Three: Use of City Facilities and Services

To respond to items in this section, simply place a check mark (☑) in the column that best represents your answer.

	Never	One or 2	3 to 12	13 to 26	27 or more
In the past 12 months how many times have you					
Visited City Hall?					
Visited City Parks?					
Used the River Trail?					
Participated in recreational activities sponsored by the City?					
Participated in recreational activities sponsored by the School?					
Participated in recreational activities sponsored by homeowners?					
Attended a meeting of local elected officials?					
Attended other public meetings? (Board, Commissions)					
Recycled used paper, cans and bottles at home?					
Volunteered your time to a group or activity in Portland?					
Visited the City's Website?					
Watched the City's Bulletin Board on TV?					
Watched City Council on TV?					
Watched Planning Commission on TV?					
Watched DDA on TV?					
Attended a Main Street event downtown?					
Attended the Farmers Market at the Red Mill?					

Part Four: Perceptions of City Services

To respond to items in this section, simply circle the one number that best represents your answer.

How would you rate the following:	<u>Excellent</u>		<u>Average</u>		<u>Poor</u>	<u>No Opinion</u>
Police Services	5	4	3	2	1	NA
Traffic Enforcement	5	4	3	2	1	NA
Fire Services, Emergency Response	5	4	3	2	1	NA
Ambulance Services, Emergency Response	5	4	3	2	1	NA
Garbage Collection	5	4	3	2	1	NA
Leaf Pick Up	5	4	3	2	1	NA
Brush Pick Up	5	4	3	2	1	NA
Recycling Drop Off Station	5	4	3	2	1	NA
Street Repair	5	4	3	2	1	NA
Snow Removal	5	4	3	2	1	NA
Street Sweeping	5	4	3	2	1	NA
Water System Maintenance	5	4	3	2	1	NA

How would you rate the following:	<u>Excellent</u>		<u>Average</u>		<u>Poor</u>	<u>No Opinion</u>
Sewer System Maintenance	5	4	3	2	1	NA
Electric System Maintenance	5	4	3	2	1	NA
Recreation Programs	5	4	3	2	1	NA
Park Maintenance	5	4	3	2	1	NA
Park Appearance	5	4	3	2	1	NA
Code Enforcement	5	4	3	2	1	NA
Building Department	5	4	3	2	1	NA
Assessing Department	5	4	3	2	1	NA
Sidewalk Maintenance	5	4	3	2	1	NA
Alley Maintenance	5	4	3	2	1	NA
Treasurer's Office/Finance Department	5	4	3	2	1	NA
City Clerk's Office	5	4	3	2	1	NA
City Manager's Office	5	4	3	2	1	NA
City's Website	5	4	3	2	1	NA
City's Cable TV Bulletin Board	5	4	3	2	1	NA
City's Newsletter	5	4	3	2	1	NA
City Council	5	4	3	2	1	NA
City Planning Commission	5	4	3	2	1	NA
City Downtown Development Authority	5	4	3	2	1	NA
City Main Street Program	5	4	3	2	1	NA
Overall, how would you rate the quality of services provided by the City of Portland?	5	4	3	2	1	NA

7. Have you had personal or phone contact concerning municipal services with a City employee in the last 12 months? A. Yes B. No

8. Based on your most recent contact, how would you rate City employees on the following:

	<u>Excellent</u>		<u>Average</u>		<u>Poor</u>	<u>No Opinion</u>
Knowledge	5	4	3	2	1	NA
Responsiveness	5	4	3	2	1	NA
Courtesy	5	4	3	2	1	NA
Overall impression	5	4	3	2	1	NA
Service with a smile	5	4	3	2	1	NA
Respect	5	4	3	2	1	NA
Pleasantness	5	4	3	2	1	NA
Showed concern for your issue(s)	5	4	3	2	1	NA

Part Five: Perceptions of the Community

To respond to items in this section, simply circle the one number that best represents your answer.

Please rate your satisfaction with the following:	<u>Excellent</u>		<u>Average</u>		<u>Poor</u>	<u>No Opinion</u>
Quality of Portland as a place to live	5	4	3	2	1	NA
Quality of Portland's Downtown	5	4	3	2	1	NA
Quality of neighborhood parks	5	4	3	2	1	NA
Availability of neighborhood parks	5	4	3	2	1	NA
Parking availability in retail shopping areas	5	4	3	2	1	NA
Provision of sidewalks in your neighborhood	5	4	3	2	1	NA
Provision of sidewalks in the City generally	5	4	3	2	1	NA
Traffic flow on residential streets	5	4	3	2	1	NA

9. In the past five years, or since you first came to the City of Portland, are things better, the same, or worse with respect to the following?

	<u>Better</u>	<u>Same</u>	<u>Worse</u>
Quality of your neighborhood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of the Downtown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of the streets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of safety within your neighborhood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Traffic flow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part Six: Development Issues

10. Do you feel the City of Portland has been growing:
A. Too Fast B. About Right C. Too Slow D. Don't Know
11. What type of growth is needed?
A. Residential B. Commercial C. Industrial D. None
12. What type of additional housing is needed in the City?
A. Single Family Homes B. Duplexes C. Condominiums D. Apartments E. Mobile Homes
F. Senior Citizen Housing G. Low to Moderate Income Housing H. None
13. What additional commercial facilities are needed in the City?
A. Restaurants B. Entertainment C. Clothing/Shoe D. Jewelry/Specialty E. Drugstore
F. Hardware G. Furniture/Appliance H. Auto Sales/Service I. Grocery J. Other _____

Part Seven: General Questions

14. If you had to eliminate or reduce any of the City services listed in part four above, which ones would you eliminate or reduce?

15. If you had an opportunity to add City services, what would you add?

16. What attracted you to Portland as a place to live?

17. What, in your opinion, are the greatest strengths of the City of Portland? Also, what are the greatest weaknesses?

18. What, in your opinion, are the greatest challenges facing the City of Portland?

19. Do you have any comments or suggestions for improving the City of Portland?

**Thank you for your time and your thoughts.
Please return your completed survey to:**

*City of Portland City Hall, Attn: City Manager's Office
259 Kent Street, Portland, Michigan 48875.*

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

Agenda
November 27, 2012
7:00 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. Did You Know?**
- VII. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund payroll and accounts payable for the month of October 2012 - \$1,129,070.51
 - D. Approve payment of Health Fund bills - \$97,784.64
 - E.
- VIII. Unfinished Business**
 - A. Economic Development Corporation/Brownfield Redevelopment Authority Appointment – Remainder of three-year term expiring April 30, 2013.
 - B.
- IX. New Business**
 - A. Randy Hager – Community Garden at Animal Shelter
 - B. Request for approval of District Court Day Report Program Contract
 - C. Request to hire entry level Dispatcher
 - D. Request approval of Audit Agreement
 - E. Request for approval of Emergency Management Agreement
 - F. Review and Comment – Trail Authority Budget 2013
 - G.
- X. Reports of Officers, Boards, and Standing Committees**
 - A. **Chairperson**
 - B. **County Administrator**

XI. Reports of Special or Ad Hoc Committees

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

XIII. Executive Session

1. Pitsch Lawsuit
2. Health Department Union Negotiations
3. Property Purchase Discussion

XIV. Adjournment

Board and/or Commission Vacancies

- Area Agency on Aging of Western Michigan Advisory Council – One one-year appointment expiring April 2013.
- Central Dispatch Board of Directors – One two-year appointment expiring December 2013.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three-year appointment expiring April 2013.
- Substance Abuse Initiative – One two-year appointment expiring December 2012. Appointment must be made from Commissioner District #4.

Appointments for consideration in the month of December 2012:

- ***Central Dispatch Board of Directors*** – Four two-year appointments. One appointment is the Commissioner Representative, one is the Township Board Representative, two are Citizen Representatives.
- ***EightCap Governing Board*** – One two-year appointment. Must be a commissioner.
- ***Mid-South Substance Abuse Commission*** – Two two-year appointments. One appointment serves as an alternate member.
- ***Mid-South Substance Abuse Advisory Council*** – Two two-year appointments. One appointment serves as an alternate member.
- ***Road Commission*** – One six-year appointment.
- ***Substance Abuse Initiative*** – Three two-year appointments. Appointments must be made from the following commissioner districts: one from District #2, one from District #4, and one from District #6.

Appointments for consideration in the month of January 2013:

- ***Board of Public Works*** – Two three-year appointments.
- ***Park Advisory Board*** – One two-year appointment.
- ***Tax Allocation Board*** – One one-year appointment.

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

**NOTICE OF HEARING
FOR THE CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17082**

- Consumers Energy Company requests Michigan Public Service Commission approval to reconcile its gas revenue pursuant to its gas utility Pilot Revenue Decoupling Mechanism for the period June 1, 2011 through April 30, 2012.
- 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 application at the offices of Consumers Energy Company.
- The first public hearing in this matter will be held:

DATE/TIME: December 5, 2012, 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 Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) August 30, 2012 application, which seeks approval to reconcile revenue pursuant to the natural gas utility Pilot Revenue Decoupling Mechanism (PRDM) for the period June 1, 2011 through April 30, 2012. Consumers Energy also seeks approval to adjust its existing retail gas rates to recover the amount of \$17,283,698, plus interest, in additional revenue.

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 November 28, 2012. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his/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.

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 request 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 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.; 1982 PA 304, as amended, MCL 460.6h 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.

November 8, 2012

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

**NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17095**

- Consumers Energy Company requests Michigan Public Service Commission approval to use a power supply cost recovery factor of \$0.00194 per kilowatt-hour (kWh) for its customers' electric bills for the twelve month period January through December 2013.
- 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.
- The first public hearing in this matter will be held:

DATE/TIME: December 12, 2012, 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 D. Eyster

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) September 28, 2012 Application and October 2, 2012 Letter to implement a power supply cost recovery (PSCR) plan and a uniform maximum PSCR factor of \$0.00194 per kWh to compute its electric customers' bills for the twelve month period January through December 2013. The request for approval also includes a five-year forecast of power supply requirements of the company's customers, anticipated sources of supply and projections of power supply costs.

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 December 5, 2012. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his/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.

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.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in 1982 P.A. 304 proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1982 PA 304, as amended, MCL 460.6h 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.

[CONSUMERS ENERGY COMPANY HAS REQUESTED THE POWER SUPPLY COST RECOVERY FACTORS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE, REJECT OR AMEND THE FACTORS.]

November 14, 2012