

## **CITY COUNCIL MEETING MINUTES FROM MARCH 12, 2019**

The Regular Meeting was called to order by Mayor Randall at 7:05 p.m. The following members were present: Councilmembers Chris Burns, Richard Ford, Lori Knapp, Terry Urban, Mayor Pro Tem Jim Pearson and Mayor Patricia Randall. Councilmember Claudette Reid was absent with excuse. Also in attendance were City Manager Larry Shaffer, City Attorney Randy Brown and City Clerk Adam Herringa.

At the request of Mayor Randall, the audience observed a moment of silence to honor all religions and personal beliefs and in recognition of all of the organizations that strive to meet the needs of seniors and citizens with disabilities to address hunger, isolation and other health risks.

Following the moment of silence, members of Boy Scout Troop 244 led the City Council and the audience in reciting the Pledge of Allegiance. Mr. Terry Clare of Troop 244 introduced the scouts who were attending in order to earn their Citizenship in Community merit badge.

**PROCLAMATION:** At the invitation of Mayor Randall, Mr. Dan Pontius of Senior Services Southwest Michigan read a proclamation in recognition of the 17<sup>th</sup> Annual March for Meals Month. Mayor Randall issued the proclamation. Mr. Pontius thanked the Mayor and City Council for the proclamation and shared details on the work and successes of Senior Services in the community. He also recognized the volunteers and churches that support the Meals on Wheels program. Mayor Randall thanked Mr. Pontius and Senior Services for their work and support of the Portage Senior Center and for their endorsement of the campaign to build a new Portage Community Senior Center.

**CONSENT AGENDA:** Mayor Randall shared where the public can access the meeting agenda and asked if any Councilmember or anyone in the audience would like an item removed from the Consent Agenda. Item A.11, Election Polling Place Designation, was removed. Motion by Pearson, seconded by Knapp, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried 6 to 0.

**APPROVAL OF MINUTES:** Motion by Pearson, seconded by Knapp, to approve the Regular Meeting Minutes of February 12 (rescheduled to February 26) and February 26, 2019, and Pre-Council of March 11, 2019. Upon a roll call vote, motion carried 6 to 0.

**APPROVAL OF ACCOUNTS PAYABLE REGISTER OF MARCH 12, 2019:** Motion by Pearson, seconded by Knapp, to approve the Accounts Payable Register of March 12, 2019. Upon a roll call vote, motion carried 6 to 0.

**ENGINEERING SERVICES FOR RECONSTRUCTION OF PORTION OF SOUTH WESTNEDGE AVENUE AND SHAVER ROAD:** Motion by Pearson, seconded by Knapp to award a contract to perform engineering services for the reconstruction of South Westnedge Avenue (Shaver Road to Romence Road) and Shaver Road (West Centre Avenue to South Westnedge Avenue) to Abonmarche Consultants, Inc., in the amount not to exceed \$257,000 and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

**ENGINEERING SERVICES FOR LOCAL STREETS RECONSTRUCTION:** Motion by Pearson, seconded by Knapp to award a contract to perform engineering services to Abonmarche Consultants, Inc., for the 2019 Local Streets Reconstruction Program in an amount not to exceed \$180,550 and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

**ENGINEERING SERVICES FOR RECONSTRUCTION OF PORTION OF SOUTH WESTNEDGE AVENUE:** Motion by Pearson, seconded by Knapp to award a contract to perform engineering services for the reconstruction of South Westnedge Avenue, Trade Centre Way to Kilgore Road, to Williams & Works, Inc., in the amount not to exceed \$127,550 and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

**ENGINEERING SERVICES FOR RECONSTRUCTION OF PORTION OF EAST CENTRE AVENUE:** Motion by Pearson, seconded by Knapp to award a contract to perform engineering services for the reconstruction of East Centre Avenue, Portage Road to Sprinkle Road, to Williams & Works, Inc., in the amount not to exceed \$116,382 and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

**RAMONA PARK PARKING LOT REPAIRS:** Motion by Pearson, seconded by Knapp to accept the low bid in the amount of \$106,810 from Wyoming Asphalt Paving, Incorporated, to provide repairs to the Ramona Park parking lots and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

**PLAYGROUND EQUIPMENT AND INSTALLATION:** Motion by Pearson, seconded by Knapp to award a contract to Michigan Playgrounds (DBA Midstates Recreation LLC) in the amount of \$77,485, for equipment and installation of play structures at Ramona Park and Haverhill Park, and authorize the City Manager to execute all documents related to these actions on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

**STORM SEWER PIPE REPAIR:** Motion by Pearson, seconded by Knapp to approve payment in the amount of \$44,400 to Suez Water Environmental Services, Incorporated, for emergency repairs to a collapsed storm sewer pipe on Winters Drive. Upon a roll call vote, motion carried 6 to 0.

**KALAMAZOO COUNTY HOUSEHOLD HAZARDOUS WASTE CONTRACT:** Motion by Pearson, seconded by Knapp to approve a contract with Kalamazoo County to provide hazardous waste collection services at the Household Hazardous Waste Center for Portage residents for the 2019 calendar year in the amount of \$42,000 and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

**PRELIMINARY CONDOMINIUM SUBDIVISION FOR WESTFIELD NORTH:** Motion by Pearson, seconded by Knapp to approve the Preliminary Condominium Subdivision for Westfield North, 5700 Alten Street, subject to submittal of detailed engineering plans for streets, utilities and storm water as outlined in the February 18, 2019 Department of Community Development Report. Upon a roll call vote, motion carried 6 to 0.

**SETTING OF A COMMITTEE OF THE WHOLE MEETING:** Motion by Pearson, seconded by Knapp to set a Committee of the Whole meeting on Tuesday, March 26, 2019 at 5:15 p.m. in City Hall Conference Room #1 for the purpose of discussing Portage Road/Lake Center District Redevelopment. Upon a roll call vote, motion carried 6 to 0.

**MINUTES OF BOARDS AND COMMISSIONS:** Motion by Pearson, seconded by Knapp, to receive the minutes of the Senior Citizen Advisory Board Meeting of January 23, Human Services

Board of February 7, Portage Public Schools Board of Education Organizational Meeting of January 7, Regular Business Meeting of January 21 and Policy Governance Retreat and Work Session of February 11, 2019, and Planning Commission of February 21, 2019. Upon a roll call vote, motion carried 6 to 0.

**STATEMENTS OF CITIZENS:** Dr. Romeo Phillips, former Councilmember and resident of 1983 Brighton Lane, thanked City Council for their support of the recent annual City of Portage Dr. Martin Luther King, Jr., celebration which was held at the Air Zoo and featured the Mattawan High School Choir and Tuskegee Airman Lt. Col. Alexander Jefferson. Dr. Phillips shared that over 500 people attended the event. Mayor Randall extended accolades to Dr. Phillips for all of his hard work in arranging the event and expressed regret that she was out of town and could not attend. Mayor Pro Tem Pearson thanked Dr. Phillips for his efforts in coordinating an excellent event. Dr. Phillips extended thanks to the City Manager and city staff, in particular Coleea Canders, for their work in supporting and promoting the event.

#### **REGULAR BUSINESS AGENDA:**

**ELECTION POLLING PLACE DESIGNATION:** Mayor Randall deferred to Councilmember Burns who inquired if the precinct changes would alter Kalamazoo County Commission district boundaries. City Clerk Herringa responded that all impacted voters would remain in their current commission district. Mayor Randall commented that the change was being made because the voting population in the existing precinct was nearing the maximum allowed and inquired how voters would be notified. City Clerk Herringa affirmed that the voting population is nearing the maximum and shared that impacted voters will receive multiple notifications prior to the next election. Motion by Burns, seconded by Knapp to adopt the Resolution Designating Polling Places and Rate of Compensation for the November 5, 2019 City General Election and any special elections that may arise in 2019. Upon a roll call vote, motion carried 6 to 0.

#### **COMMUNICATIONS:**

**CALENDAR OF MEETINGS:** Motion by Pearson, seconded by Knapp, to receive the Calendar of Meetings. Upon a voice vote, motion carried 6 to 0.

**COUNCIL COMMITTEE REPORTS:** Mayor Pro Tem Pearson shared that he, along with Councilmember Knapp, participated in a meeting of the Austin Lake Governmental Lake Board (ALGLB) and shared some information about how such boards operate and that they are responsible for levying assessments for lake improvement projects. He then referenced the aeration project and how it has resulted in muck removal in portions of Austin Lake. He continued by stating that the ALGLB would like to hear from the local lake board and lake residents regarding what to do in the future and that the ALGLB would prefer to act on this feedback before taking next steps.

Mayor Pro Tem Pearson next shared that he attended a meeting of the Finance Committee for the Kalamazoo County Consolidated Dispatch Authority (KCCDA). He reviewed the participants in the KCCDA and shared that the group is working with each other and other units of government in order to figure out a fair, equitable and long-term funding mechanism for the KCCDA.

Councilmember Burns shared that he, along with Mayor Pro Tem Pearson, attended a meeting of the Central County Transportation Authority (CCTA). He shared that, at the meeting, Kalamazoo Public Safety Chief Karianne Thomas provided an update on policing efforts at the Kalamazoo Transit Center. Councilmember Burns explained that the CCTA has a contract with the Kalamazoo Department of Public Safety (KDPS) to have an officer assigned to the Transit Center. He

continued by sharing that the CCTA will be evaluating the relationship with KDPS in an effort to enhance safety at the Transit Center. Councilmember Burns closed by sharing that several buses were purchased and an annual report regarding system expenses and statistics was reviewed.

Councilmember Knapp shared that a meeting of the Community Senior Center Cabinet was held and the meetings routinely have great participation. She stated that a focus of the group is on fundraising for the proposed Community Senior Center with an emphasis on corporate and personal donations. She continued by stating that grants from various foundations are also in the process of being sought. Mayor Pro Tem Pearson commented that the cabinet is composed of 31 distinguished members of the community. Mayor Randall commented that the meetings are energizing and expressed optimism that the fundraising goals will be met.

Motion by Ford, seconded by Burns, to receive the Council Committee Reports. Upon a voice vote, motion carried 6 to 0.

**STATEMENTS OF CITY COUNCIL AND CITY MANAGER:** Councilmember Urban expressed regret that he was unable to attend the Martin Luther King, Jr., event due to a family emergency.

Councilmember Knapp expressed appreciation for Dr. Phillips and his efforts regarding the Dr. Martin Luther King, Jr. event and also thanked city staff, the Youth Advisory Committee and the Air Zoo for their support of the event. She concluded by complimenting the Mattawan choir and for the successful evening.

Councilmember Burns also complimented the event and shared that it was great to hear such stories from a 97-year-old American hero, Lt. Colonel Alexander Jefferson. He commented that he appreciated the lessons offered by Lt. Colonel Jefferson and the unique opportunity afforded to Portage residents to meet a Tuskegee Airman. Mr. Burns concluded by commenting on the frightening shooting that occurred earlier in the day in the City of Kalamazoo and expressed gratitude and thanks to the Portage Department of Public Safety.

Councilmember Ford shared that he attended the event at the Air Zoo and commented on the wit of Lt. Colonel Jefferson. Mr. Ford commented on recent windstorms and the associated loss of power. He commented that, as roads are reconstructed, the city should look into working with Consumers Energy on the undergrounding of utilities.

City Manager Shaffer shared that he and city staff would be meeting with residents of the Black Forest Drive neighborhood who have been impacted by flooding in their homes. He shared that residents would be learning the results of a city-initiated study into the situation and reviewing possible solutions.

Mayor Pro Tem Pearson complimented Dr. Phillips and shared that, at the event, attendees were able to experience living history and heard about Lt. Colonel Jefferson's experience in training, combat, being a prisoner-of-war, discrimination, and lessons he gave to students while a high school teacher. He concluded by stating that the event was a great success and experience.

Mayor Randall shared that the Board of Review is currently meeting and that, at this point, only 17 appointments have been scheduled which is a dramatic reduction from just a few years ago. She complimented City Manager Shaffer and the Office of the City Assessor for their efforts. Next, in light of the shooting earlier in the day in Kalamazoo, she stated that her heart goes out to those involved in the tragedy and she thanked the Portage Department of Public Safety for the work they do to keep Portage safe. Finally, Mayor Randall encouraged residents to support the upcoming Kalamazoo County Walk to End Homelessness. She shared that Councilmember Burns has put together a team of councilmembers and other friends to participate. She stated that the fundraising goal is \$90,000 and encouraged donations. She concluded by expressing optimism that spring is arriving and a transition can soon be made from snow shovels and plows to lawnmowers.

**ADJOURNMENT:** Mayor Randall adjourned the meeting at 7:37 p.m.

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Adam Herringa, City Clerk