

**MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF NOVEMBER 16, 2020**

Mayor Patricia Randall, via the WebEx meeting platform, called the meeting to order at 8:00 a.m. Councilmembers Chris Burns, Lori Knapp, Vic Ledbetter, Claudette Reid, and Mayor Pro Tem Jim Pearson also joined via the WebEx meeting platform. In compliance with Senate Bill 1108, the Mayor and Councilmembers disclosed that they were participating in the meeting virtually from Portage, Michigan. Councilmember Urban was absent with excuse. Also in attendance were City Manager Joseph La Margo, Deputy City Manager Mike Carroll, Deputy City Manager Adam Herringa, and City Clerk Erica Eklov.

With regard to the recognitions and proclamations, Mayor Randall noted Councilmember Burns would be reading the election volunteer recognitions and Councilmember Reid would read the Small Business Saturday proclamation.

With regard to Item A.3, Councilmember Reid requested clarification regarding the noted exemptions and the application to individual property owners. She also requested a definition of the “minor changes” as noted in the ordinance, as well as clarification of enforcement for the noted 24-hour limitation. Councilmember Reid stated the ordinance requirement that property owners cannot seed or re-seed within 100 feet of the edge of the water will not be well received. She then asked how the City Administration planned to inform property owners along waterways of the updated ordinance. Councilmember Pearson noted the ordinance appeared directed towards developers and not individual property owners, but that the riparians would be affected and should receive notice. Deputy City Manager Carroll highlighted that a Soil Erosion ordinance was currently in place and the matter before Council were updates to the ordinance to be in compliance with the Michigan Department of Environment, Great Lakes, and Energy. Councilmember Reid inquired whether the Portage Creek would as a “state waterway” as noted in the ordinance. City Manager La Margo stated he would research and respond.

With regard to Item A.4, Councilmember Reid inquired whether the computer replacement lease was for one-third of all city computers with a rotational replacement or all of the city computers. She further asked for clarification on the number of items entailed in the replacement and whether the purchase included software. Deputy City Manager Carroll responded the replacement was for one-third of the hardware and only hardware, noting the numbers were part of the enclosed bid tabulation. Councilmember Burns asked whether the city has historically leased or purchased this equipment. City Manager La Margo responded that both options were previously pursued, but leasing was optimal for the rotational replacement plan.

With regard to Item A.6, Councilmember Burns stated he did not see a fee in the bond refunding to have the new bonds rated and requested clarification. City Manager La Margo stated he would research and respond.

Mayor Randall clarified the planned format for the Human Services Board interviews with the City Clerk.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:19 a.m.

Erica L. Eklov, City Clerk