

**MINUTES OF THE SPECIAL PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF MAY 9, 2016**

Mayor Peter Strazdas called the meeting to order at 9:00 a.m. The following were present: Mayor Pro Tem Nasim Ansari and Mayor Peter Strazdas. At 9:08 a.m. Councilmember Claudette Reid joined Councilmembers Patricia M. Randall and Jim Pearson, who were present via the conference phone line. Those not present were: Councilmembers Richard Ford and Terry Urban. Also in attendance were City Manager Larry Shaffer and City Clerk James Hudson.

Mayor Strazdas asked if there were any questions for the Administration regarding items on the Agenda.

1. Councilmember Pearson asked for a correction of Item F.3, Medical Marihuana, of the April 26, 2016 Minutes to read that the vote “Upon a roll call vote, motion to call the question failed 3 to 3. Yeas: Councilmembers Reid and Urban and Mayor Pro Tem Nasim Ansari. No: Councilmembers Ford, Pearson and Randall.” He also asked that the comments at the end of the May 3, 2016 Budget Session read, “Councilmember Pearson indicated that he mentioned Branding of Portage all together to the Portage Public Schools Superintendent Mark Bielang and Library Director Christy Klien. Both indicated it is a good idea for City/School/Library Committee discussion.”
2. Councilmember Randall asked what the limit is for membership on the Youth Advisory Council (YAC). City Clerk Hudson indicated that the limit is 30, but Council has exceeded that number by a vote, and the optimum number is 26 for discussion and collaboration purposes, but usually 20 or so show up for the meeting, so it has not been an issue, and the Mayor recalled that the last time this came up, Council basically said whoever is here, whoever wants to participate, we will adjust the number by Council vote.
3. Councilmember Reid asked if the proposed Budget is on line – Yes, it has been there since City Council received theirs.
4. Councilmember Reid asked whether it would be necessary to have a millage increase to cover the cost of expanding the Spring Clean-up with a Fall Clean-up, making it two Clean-ups per year, asked what would the increase be, and asked for a bid let again and some competition to shave costs. City Manager Shaffer answered that he is working with Bill Furry on this and will have that answer before tomorrow night. She asked whether Council can act on that as a part of the budget or as a separate issue, and Mr. Shaffer indicated that Council can act on it as a separate issue. Mr. Shafer indicated that the Administration would like to bid the contract again, although care has to be given not to disrupt what is in place, and the Administration continues to have the conversation

regarding this. She advocated going out for a bid to allow for competition and, with two clean-ups there would be less material so, in theory, less expensive. Mayor Pro Tem Ansari reflected that there would still be the cost of the trucks traversing the City and the cost of the drivers. Mr. Shaffer offered that the reason the City wants to go to bid is because the price given at the Budget Session was a “back of the envelope” and is as high as it is going to be to make sure there is enough funds to do the job. Mayor Strazdas expressed his preference to work within the budget and not go through the long process of *Truth in Taxation* in order to adjust the millage rate. Mr. Shaffer indicated that the Council could make the decision at the Regular City Council Meeting, on Tuesday, May 10, 2016, if they have the information, and offered to provide options in order for Council to pick a course of action that is best suited for our situation. Mayor Pro Tem Ansari concurred.

5. Councilmember Randall asked if the \$40,000 savings from the Recycling Millage could be allocated to the cost? Mr. Shaffer indicated that you could, but it is a matter of being comfortable with where the number should be. He indicated Council could approve the program and look at ways to fund it afterwards, especially since we do not know what the cost is for this service.
6. Mayor Pro Tem Ansari asked whether the tax rate would be reduced and wasn't Council talking about reducing the tax rate? Mayor Strazdas referred to the three million dollar carryover which Council decided to use for debt reduction and suggested that this arguably goes back to the citizens by lowering the payments on bond debt; how to handle the potential windfall in the budget with the implementation of 911 Dispatch is to be decided at a later time. Mr. Shaffer also mentioned the Act 51 money that will be given to the City in 2017 in the neighborhood of \$834,000 and ranges up to \$2.5 million, and the talk there was to use these funds to reduce the street millage for the citizens.
7. Mayor Strazdas recused himself from discussion of Item D.2, Medical Marihuana, and Councilmember Reid asked that Section 2-231(b)(2) which states that the moratorium would not be applicable to “a building or structure (as defined by the zoning ordinance) other than a dwelling unit where no more than one qualifying patient is cultivating up to the maximum number of marihuana plants as permitted by the MMMA for personal use or possesses up to the maximum amount of marihuana permitted by the MMMA for personal use” be distinguished with the current Portage Ordinance which reads a person cannot use an outbuilding under Section 42-129. Home occupations. Subsection C (5). Mr. Shaffer indicated that he preferred responding to this question in writing to allow the City Attorney a chance to review it.
8. Under F.2, Milham #1 Pump Replacement and Motor Rehabilitation, Councilmember Reid asked about the indication that Suez had gone through a

bid process, then was referred to as a sole source provider, and how can that happen? She asked for more information on the process.

9. Under F.3, Amendment to the Code of Ordinances, Chapter 34, Councilmember Pearson asked whether the inspection system online saves time and cost, and for whom? What is the cost to implement an inspection online for the average business person and what is the cost to the City of Portage? Councilmember Reid asked who is inputting the data into the system because there would be an additional cost beyond the \$10 filing fee; also, in reference to the groups listed on page 221, are these groups who are certified, or are they the groups who were invited to the meeting? And, do we have local listed providers and who are they? Councilmember Pearson asked, are all businesses notified; or, only businesses tied to the UL Process? Mayor Strazdas indicated that because this is a first reading, there would be an opportunity to address this on May 24, 2016, also. Councilmember Pearson asked if all businesses are notified of this option, and Mr. Shaffer responded that only businesses that are tied to the UL Process are notified.
10. Under F.4, SAFARI Montage Purchase, Councilmember Reid asked is there is a way to be more transparent concerning the decision-making process or bid process, or a more comprehensive explanation of the selection process?
11. Councilmember Reid asked could G.1, Communication from PMN Executive Director Harry S. Haasch, be placed on Consent? Mr. Hudson indicated that in the past, communications from Boards and/or Commissions are never placed on Consent. Mayor Strazdas suggested staying with past practice on this.
12. Under L.1, Councilmember Reid asked why was Mike's Cleaning Service not able to fulfill the terms of the contract? Mr. Shaffer indicated that the Administration was very happy with Mike, who did a nice job, very inexpensive, but he got sick this year, could not do the work and had to turn down the offer.

ADJOURN: Mayor Strazdas adjourned the meeting at 9:30 a.m.

James Hudson, City Clerk