

**MINUTES FROM THE PRE-MEETING  
OF THE PORTAGE CITY COUNCIL  
JULY 26, 2021**

Mayor Pro Tem Jim Pearson called the meeting to order at 8:00 a.m. Councilmembers Vic Ledbetter, Claudette Reid, and Mayor Pro Tem Jim Pearson attended. All members attended via the WebEx platform and in compliance with Michigan Public Act 228, disclosed their location from Portage, Michigan, with Councilmember Reid attending from Pentwater, Michigan. Councilmembers Chris Burns, Lori Knapp, and Terry Urban, as well as Mayor Patricia Randall, were absent with excuse. Also in attendance were City Manager Joe La Margo, Deputy City Manager Mike Carroll, City Attorney Catherine Kaufman, and City Clerk Erica Eklov.

With regard to Item A.3, West End Drive Special Assessment, Councilmember Reid inquired whether it was typical to do a special assessment for sewer when water service is already present. Deputy City Manager Carroll confirmed it was. Mayor Pro Tem Pearson inquired whether the petitioning residents were aware they could wait until the City Administration scheduled the installation for the location. Deputy City Manager Carroll confirmed the petition circulator was aware and had met with him to discuss the potential installation about a year prior. Deputy City Manager Carroll further noted that installation of sewer service on that portion of West End Drive was not scheduled due to the nature of the structures along that road. Councilmember Reid asked whether sewer service installation was not scheduled because the structures along the west side of West End Drive were non-residential. Deputy City Manager Carroll confirmed.

With regard to Item A.8, Millennium Park Ice Rink Chiller, Councilmember Reid noted the cost. Councilmember Ledbetter inquired whether the equipment would be new. Deputy City Manager Carroll stated that the equipment would be new and retrofitted with the existing rink housing to save costs. Councilmember Ledbetter inquired about a warranty for new equipment. Deputy City Manager Carroll stated he would research and respond.

With regard to Item A.9, Palo Alto Series 3220 Firewalls, Councilmember Reid inquired if the proposed firewalls would be in addition to current or replacements. Deputy City Manager Carroll confirmed the new firewalls would replace outdated models.

With regard to Item A.10, Application for a Tasting Room Permit for 468 Winery (8135 Cox's Drive), Mayor Pro Tem Pearson inquired about the location of the proposed winery and business model. City Clerk Eklov confirmed the winery would be located in the former elementary school on Cox's Drive that is now a business park, not the historic schoolhouse, and noted the applicant desired to do mostly bulk wine sales. Councilmember Reid inquired about the number of tenants in the school business park. Deputy City Manager Carroll responded that the City Administration did not currently have a method to track business tenants and explained the plan to create an administrative tracking system.

City Manager La Margo noted that he and Deputy City Manager Herringa would be absent from the meeting, and Deputy City Manager Carroll would be attending.

**ADJOURNMENT:** Following a summary of the meeting, Mayor Pro Tem Pearson adjourned the meeting at 8:13 a.m.

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Erica L. Eklov, City Clerk