CITY COUNCIL MEETING MINUTES FROM SEPTEMBER 7, 2021

Mayor Patricia Randall called the Regular Meeting to order at 07:02 PM. The regular meeting was held in a partially virtual format as permitted by PA 228 and in accordance with the December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson (virtual), and Councilmembers Chris Burns, Lori Knapp (virtual), Vic Ledbetter (virtual), Claudette Reid (virtual), and Terry Urban (virtual/phone) were present. All virtual members participated from Portage, Michigan. Also in attendance were Acting City Manager Adam Herringa, City Attorney Catherine Kaufman, Deputy City Manager Mike Carroll, and City Clerk Erica Eklov.

At the request of Mayor Randall, the audience observed a moment of silence to reflect on older Americans and their many contributions to American society. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS: Senior Center Advisory Board members Doug Gilchrist and Linda Zoeller read the proclamation recognizing National Senior Center Month for 2021. Following the reading, Mr. Gilchrist gave an update on the business and outreach efforts of the Senior Center Advisory Board and Portage Senior Center staff during the COVID-19 pandemic. At the request of Mayor Randall, Acting City Manager Herringa provided a status update on the construction of the new Charles and Lynn Zhang Portage Community Senior Center. He noted the project remains under budget and on schedule to open in February of 2022.

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. Councilmember Reid removed Item A.3. Motion by Burns, seconded by Reid, to adopt the Consent Agenda as amended. Upon a roll call vote, motion carried 7 to 0.

City Council Meeting Minutes: Motion by Burns, seconded by Reid, to approve the City Council Minutes of the Regular Meeting of August 24, 2021, and the Pre-Council Meeting of September 7, 2021. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register: Motion by Burns, seconded by Reid, to approve the Accounts Payable Register of September 7, 2021, as presented. Upon a roll call vote, motion carried 7 to 0.

Romence Road Reconstruction Project - Tabulation of Proposals: Motion by Burns, seconded by Reid, to award a contract to perform engineering services for the Romence Road Reconstruction Project to Wightman & Associates, Incorporated, of Kalamazoo, Michigan in the not-to-exceed amount of $198,908 and authorize the Acting City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Valleywood Storm Water Drainage Improvement Project - Bid Tabulation: Motion by Burns, seconded by Reid, to award a contract to Cripps Fontain Excavating, Incorporated, of Kalamazoo, Michigan, for the Valleywood Storm Water Drainage Improvement Project in the not-to-exceed amount of $124,888.50 and authorize the Acting City Manager to execute all documents related to this project on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Network Server Hardware Replacement: Motion by Burns, seconded by Reid, to approve the purchase of network server hardware and installation services from Insight in the amount of $113,245 and authorize the Acting City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Police Department Vehicle Maintenance - Bid Tabulation: Motion by Burns, seconded by Reid, to award a one-year contract, with the option for up to four one-year extensions, to Michigan Municipal Police & Fire Repair, LLC, for the maintenance of all Department of Public Safety Police Division vehicles at a labor rate of $60.00 per hour and authorize the Acting City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Police Report Fee Structure Resolution: Motion by Burns, seconded by Reid, to adopt the resolution to authorize a new fee structure for copies of police accident reports from the Department of Public Safety. Upon a roll call vote, motion carried 7 to 0.

Materials Transmitted: Motion by Burns, seconded by Reid, to receive the Materials Transmitted of August 20, 2021. Upon a roll call vote, motion carried 7 to 0.

Calendar of Meetings: Motion by Burns, seconded by Reid, to receive the Calendar of Meetings as presented. Upon a roll call vote, motion carried 7 to 0.

PETITIONS AND STATEMENTS OF CITIZENS: None.

MEETING RECESS: Mayor Randall called a recess at 7:20 p.m. to resolve technical issues. The meeting returned from recess at 7:27 p.m. Upon a roll call vote, all members were present.

REGULAR BUSINESS AGENDA:

Transportation Asset Management Plan: Councilmember Reid stated this was the first time the city's annual Transportation Asset Management Plan had been presented to the City Council and the public. She asked if the document was currently published on the city's website, noting items of interest to the public. Acting City Manager Herringa responded that the Plan was only posted on the website as part of the City Council agenda packet but would be added as a stand-alone document to the city website.

Motion by Reid, seconded by Knapp, to accept and approve the 2020 Transportation Asset Management Plan and associated documents, adopt the associated Resolution and authorize the Acting City Manager and Director of Finance to certify the plan for compliance with Public Act 325 on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS:

Councilmember Urban provided an update regarding the Gourdneck Lake Governmental Lake Board. He stated the Board held two public hearings at its recent meeting to renew the five-year weed abatement and special assessment program for Gourdneck Lake. Councilmember Urban also relayed that the Board renewed its contract with Progressive AE for management of the weed abatement project and would soon bid the treatment application portion later in the year.

Councilmember Reid provided an update regarding the Long Lake Governmental Lake Board. She noted the Long Lake Board met in July and August for the same purpose as the Gourdneck Lake Board and would be renewing the Long Lake weed treatment program at a total cost of $206,250.

Motion by Burns, seconded by Knapp, to receive the Council Committee Reports as presented. Upon a roll call vote, motion carried 7 to 0.

STATEMENTS OF CITIZENS: None.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER:

Councilmember Reid complimented the city on the anti-hate campaign and related video. She then highlighted the area children returning for a new school year amidst the COVID-19 pandemic and safety protocols.

Councilmember Knapp echoed Councilmember Reid's comments regarding the city's anti-hate campaign and thanked the staff for their efforts. Ms. Knapp then urged the public to be mindful of children when out on the roads as school resumes.

Councilmember Ledbetter wished a Happy Rosh Hashanah to those who celebrate the holiday. He then acknowledged the upcoming Hispanic Heritage Month from September to October. Councilmember Ledbetter closed by similarly praising the city's anti-hate campaign.

Councilmember Urban stated he supported his fellow Councilmembers' comments regarding the anti-hate campaign.

Councilmember Burns noted the statewide redistricting process is underway, particularly at the county level. He provided an update regarding the Kalamazoo County redistricting panel, its members, and its proposal to minimize the current county districts from eleven to nine. Councilmember Burns expressed his disagreement with the proposal and provided additional background information and population trends as explanation. He encouraged the public to attend the upcoming meetings of the Kalamazoo County redistricting panel.

Acting City Manager Herringa highlighted recent severe weather events and thanked both the city's first responders and the Department of Public Works staff for responding as needed. He then noted the upcoming Public Safety Department awards ceremony, as well as the city job fair, both scheduled for September 9th. Mr. Herringa closed with the announcement that the city had received an award for the "Kindness is Contagious" video and congratulated the Public Information Office and Technology Services Department for their work.

Mayor Pro Tem Pearson agreed with Councilmember Burns regarding the negative effects of eliminating two county districts through redistricting.

Mayor Randall noted the fourth annual City of Portage Community Art Award and commended Councilmember Knapp for amplifying art in Portage. Mayor Randall then highlighted two upcoming ribbon-cutting events for the new business locations of Athletico Physical Therapy and Climax Solar. She commended the Parks Department for its successful Friday in the Flats program. Mayor Randall then closed the meeting by thanking Councilmembers for working through the technical issues and a successful meeting.

ADJOURNMENT: Mayor Randall adjourned the meeting at 07:54 PM.

Erica L. Eklov, City Clerk