

CITY COUNCIL MEETING MINUTES FROM DECEMBER 21, 2021

Mayor Patricia Randall called the Regular Meeting to order at 07:01 PM. The regular meeting was held virtually as permitted by PA 228, in accordance with the December 2020 Kalamazoo County Emergency Declaration. Mayor Patricia M. Randall, Mayor Pro Tem Jim Pearson (virtual - Portage, MI), and Councilmembers Lisa Brayton, Chris Burns, Lori Knapp, and Terry Urban (virtual - Portage, MI) were present. Councilmember Vic Ledbetter was absent with excuse. 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 as everyone enters the holiday season and strives to reach out to those less fortunate in the Portage Community. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS:

Resolution of Respect for Christopher Forth: At the invitation of Mayor Randall, Acting City Manager Herringa read the Resolution of Respect for retiring Deputy Director of Planning & Development, Chris Forth.

ADDITION OF NEW ITEM: Motion by Knapp, seconded by Burns, to formally add 'Participation in National Opioid Settlement Agreement' as Item H.1 to the December 21, 2021, Regular Meeting agenda per Section 4.6(m) of the City Charter. Upon roll call vote, motion carried 6 to 0.

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. Motion by Burns, seconded by Knapp, to adopt the Consent Agenda as presented. Upon a roll call vote, motion carried 6 to 0.

Approval of Minutes: Motion by Burns, seconded by Knapp, to approve the minutes of the Regular Meeting of December 7, 2021 and Pre-Council Meeting of December 20, 2021. Upon a roll call vote, motion carried 6 to 0.

Accounts Payable Register: Motion by Burns, seconded by Knapp, to approve the Accounts Payable Register of December 21, 2021, as presented. Upon a roll call vote, motion carried 6 to 0.

Poverty Exemption Guidelines for 2022: Motion by Burns, seconded by Knapp, to adopt the Resolution Establishing Poverty Exemption Guidelines for 2022. Upon a roll call vote, motion carried 6 to 0.

Video Storage Hardware Replacement: Motion by Burns, seconded by Knapp, to approve the purchase of body-worn camera and in-car mobile video storage hardware from Insight Public Sector, Inc., in the amount of \$178,539.41, and authorize the Acting City Manager to execute all documents on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

Schrier Park Roofing - Bid Tabulation: Motion by Burns, seconded by Knapp, to approve a contract in the amount of \$88,000 to Maple Lake Builders LLC, to replace the roof on the rental facility at Schrier Park 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 6 to 0.

Donation of land at 1222 Schuring Road: Motion by Burns, seconded by Knapp, to accept the vacant residential land donation at 1222 Schuring Road with estimated costs of \$3,800 to \$4,800 and

authorize the Acting 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.

City Council Meeting Policies: Motion by Burns, seconded by Knapp, to rescind the City Council Remote Attendance Policy, City Council Pre-Council Meetings Policy, and cancel the previously scheduled Pre-Council Meetings for 2022. Upon a roll call vote, motion carried 6 to 0.

City Manager Search Firm Interviews: Motion by Burns, seconded by Knapp, to set a Special Meeting on Tuesday, January 18, 2022, at 5:30 p.m. for the purpose of interviewing potential search firms for the position of City Manager. Upon a roll call vote, motion carried 6 to 0.

City Council Goal Setting Session: Motion by Burns, seconded by Knapp, to set a special meeting on Friday, January 21, 2022, at 1:00 p.m. at Fire Station #2 (6101 Oakland Drive) for the purpose of conducting the annual City Council Goal Setting Session (Retreat). Upon a roll call vote, motion carried 6 to 0.

Minutes of Boards & Commissions: Motion by Burns, seconded by Knapp, to accept the Minutes of the Planning Commission of October 21, 2021, and Zoning Board of Appeals of November 8, 2021. Upon a roll call vote, motion carried 6 to 0.

Materials Transmitted: Motion by Burns, seconded by Knapp, to receive the Materials Transmitted of December 7, 2021. Upon a roll call vote, motion carried 6 to 0.

Calendar of Meetings: Motion by Burns, seconded by Knapp, to receive the Calendar of Meetings as presented. Upon a roll call vote, motion carried 6 to 0.

PETITIONS AND STATEMENTS OF CITIZENS: None.

COUNCIL COMMITTEE REPORTS:

Councilmember Burns provided an update regarding the December 13th Central County Transportation Authority (CCTA) Board Meeting that reviewed safety measures for the Metro Transit system. He noted the discussion was in response to the November 2021 shooting incident and commended those who responded from the Kalamazoo Department of Public Safety, Metro Transit drivers, and Portage Public Safety Department Chaplain Ken Hovenkamp. Councilmember Burns closed by stating the CCTA will continue efforts to bring on sworn officers despite ongoing staffing shortages. Mayor Pro Tem Pearson echoed Councilmember Burns' update and confirmed the push to secure sworn officers.

Councilmember Knapp provided an update regarding the Portage Community Center. She stated the Thanksgiving Food Basket campaign gave out 104 baskets, while the Christmas holiday family adoption program was able to match all 86 families that applied. Councilmember Knapp further noted that families applying to the adoption program were up by 60 percent for 2021. She closed by thanking the Portage Community Center's Board of Directors for assisting with the December 4th City Tree Lighting event.

Motion by Brayton, seconded by Burns, to accept the Council Committee Reports as presented. Upon a roll call vote, motion carried 6 to 0.

NEW BUSINESS:

Participation in the National Opioid Settlement Agreement: Mayor Randall introduced the item and asked Acting City Manager Herring to provide additional background information. Mr.

Herringa stated that the City Manager's Office had been contacted by the State Attorney General's Office the day prior, inquiring whether the City of Portage wanted to be included in a national opioid settlement. He explained that the City of Portage was eligible to be part of the \$26 billion Johnson and Johnson opioid case settlement from which the State of Michigan would receive a total of \$800 million. Acting City Manager Herringa noted that the State of Michigan would be dispersing half of the allocation to eligible local jurisdictions for use on opioid-related expenditures, especially within the Portage Police Division.

Motion by Burns, seconded by Knapp, to authorize the Acting City Manager to execute the National Opioid Distributor and Janssen Settlement Participation Form and related documents on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

STATEMENTS OF CITIZENS: None.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER:

Councilmember Knapp congratulated Chris Forth on his retirement, wishing him well and thanking him for his commitment to the city. She closed by wishing everyone a safe and smart holiday season.

Councilmember Urban congratulated Chris Forth, noting Mr. Forth started in 1998 when Mr. Urban served on the Zoning Board of Appeals. He expressed gratitude for Mr. Forth's ability to explain complex development matters and wished him well in retirement. Councilmember Urban closed by wishing everyone a happy holiday season despite the ongoing pandemic and urged caution.

Councilmember Brayton began by thanking Chris Forth for his service to the city. She then thanked community members for the high rate of vaccinations in Portage and appreciated the community acting responsibly. Councilmember Brayton closed by wishing all a Merry Christmas, especially those in the Portage Police and Fire Divisions, for sacrificing family time during the holidays.

Councilmember Burns recommended purchasing lifetime memberships to the Portage Senior Center as a holiday gift and expressed anticipation for the future opening of the new Portage Community Senior Center.

Acting City Manager Herringa issued a reminder about the upcoming city holiday closures. He thanked Councilmember Brayton for recognizing the city staff working during the holidays and stated he looks forward to 2022. He closed by wishing Chris Forth the best in retirement.

Mayor Pro Tem Pearson noted a recent tour of the new Portage Community Senior Center he had taken to see construction progress. He expressed appreciation for the numerous windows in the new building, including the view of the adjacent Dairy Queen from the exercise room. Mr. Pearson closed by thanking Chris Forth for the assistance he provided to the Zoning Board of Appeals, Planning Commission, and City Council.

Mayor Randall thanked Chris Forth and wished him a happy retirement. She then noted the celebration of the Winter Solstice, the upcoming holiday season, and the New Year. Mayor Randall also commended the reliability and service of those first responders and their families during the holidays. She closed by wishing everyone a Happy Holiday and stated she looks forward to addressing new city business in 2022.

ADJOURNMENT. Mayor Randall adjourned the meeting at 07:31 PM.

Erica L. Eklov, City Clerk