CITY COUNCIL MEETING MINUTES FROM AUGUST 23, 2022

Mayor Patricia Randall called the Regular Meeting to order at 07:00 PM in the Council Chambers at Portage City Hall.

ROLL CALL: Councilmembers Chris Burns, Lori Knapp, Victor Ledbetter, Terry Urban, Mayor Pro Tem Jim Pearson and Mayor Patricia Randall were present.

ABSENT: Councilmember Lisa Brayton.

ALSO PRESENT: City Manager Pat McGinnis, Deputy City Manager Adam Herringa, Deputy City Manager Michael Carroll, City Attorney Catherine Kaufman, and Deputy City Clerk Tammy Durian.

At the request of Mayor Randall, the audience observed a moment of silence to reflect on efforts to create more affordable housing in the community. Following the moment of silence, the City Council recited the Pledge of Allegiance.

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 approve 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 City Council Meeting Minutes of the Regular Meeting of August 9, 2022. 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 August 23, 2022, as presented. Upon a roll call vote, motion carried 6 to 0.

Rezoning Application No. 22/23-2: Motion by Burns, seconded by Knapp, to receive rezoning application No. 22/23-2 and set a public hearing for September 20, 2022, to rezone property located at 377, 387, and 397 West Kilgore Road from OS-1 Office Service District to B-1 Local Business District to facilitate future commercial development. Upon a roll call vote, motion carried 6 to 0.

Minutes of Boards & Commissions: Motion by Burns, seconded by Knapp, to receive the minutes of the Zoning Board of Appeals of June 13, 2022; Brownfield Redevelopment Authority of July 11, 2022; and Planning Commission of August 4, 2022. Upon a roll call vote, motion carried 6 to 0.

Materials Transmitted: Motion by Burns, seconded by Knapp, to receive the Materials Transmitted of August 11, 2022. 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: Alan Loveridge (23965 88th Avenue, Marcellus) read a prepared statement regarding senior citizen housing options.

Thomas Space (1909 Winters Drive) expressed concerns about traffic on Winters Drive, especially as a result of adjacent Portage Road work. Mayor Randall asked the City Manager to review the traffic near Mr. Space's house for potential solutions.

Conner Kesler (1422 Hammond) spoke regarding a deer-processing business he and his brother are hoping to open on East Centre Avenue, after noting they both own such seasonal businesses as landscaping and the Rolling Soul food truck. He explained recent hurdles he has encountered in launching the business and implored the Council for assistance in this endeavor. Councilmembers, City

Manager McGinnis and Community Development Peterson further discussed potential aspects of the City Code in relation to Mr. Kesler's proposal.

Rick Frieman (3218 Benington Court), Planning Commissioner, read a statement in support of the Environmental Board's communication on the agenda regarding a transition of city systems and equipment to environmentally sustainable models.

Mike Quinn (7025 Rockford Street), Kalamazoo County Commissioner, thanked the City Council for its efforts with affordable housing in Kalamazoo County, as discussed during the earlier Committee of the Whole Meeting.

COMMUNICATIONS:

Environmental Board Report Request: At the request of the Mayor, City Manager McGinnis summarized the request from the Environmental Board regarding evaluating city buildings and city equipment for potential alternative energy options. He noted the request was being presented to the City Council as a matter of procedure to gain direction from the Council as opposed to an advisory board.

Councilmember Burns commended the Environmental Board's recommendation, noting it was timely with recent federal opportunities for such measures. Mayor Pro Tem Pearson supported the request and asked for an update from the City Administration at the upcoming City Council Goal Retreat. Councilmember Urban also expressed support for the proposals while citing the importance of the City Manager to best manage staff time, resources, and options as part of the research and reporting efforts.

Motion by Knapp, seconded by Burns, to receive the Communication from the Environmental Board, and have the City Administration research and report back to the Council. Upon a roll call vote, motion carried 6 to 0.

REGULAR BUSINESS AGENDA:

Fire Station No. 1 Window Replacement - Bid Tabulation: City Manager McGinnis explained the rationale for proposing this purchase as part of Regular Business, noting the single bid received and pricing. He relayed that the City Administration originally budgeted $90,000 for the project; however, the city's energy efficiency contractor subsequently quoted $180,000 for the project, causing the City Administration to advertise the project for bid. City Manager McGinnis stated the result was a single bid received in the amount of $145,940, which proved to be commensurate based on industry research by the Purchasing Manager. Councilmember Burns asked whether the City Administration checked with other vendors why they had not bid. City Manager McGinnis responded that the bid had been posted on BidNet and there had been staff efforts to get a local vendor, but nothing came to fruition. Motion by Burns, seconded by Urban, to award a contract to Forman Glass of Galesburg for the replacement of windows at Fire Station No. 1 in the amount of $145,940 and authorize the City Manager to execute all documents related to the contracts on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

COUNCIL COMMITTEE REPORTS: None.

STATEMENTS OF CITIZENS: Connor Kesler (1422 Hammond) spoke again regarding his proposed deer processing facility. He noted the customer-facing location would be separate, located at the former Youz Guyz Sausage storefront on Portage Road.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Urban expressed concerns with Mr. Kesler's deer processing proposal and recognized staff for their efforts.

Councilmember Ledbetter issued a reminder regarding the start of the new school year and to take care when driving.

Councilmember Knapp began by echoing Councilmember Ledbetter's warning regarding student travel resuming in the community. She also noted the seasonal transition of the city's recreation programs.

Councilmember Burns thanked the representatives in attendance for the evening's earlier Committee of the Whole Meeting about affordable housing. He then issued a reminder regarding the September 10th Portage Community Center Peacock Strut event.

City Manager McGinnis issued a reminder regarding the last few summer recreation events that week. He then invited the City Council to tour the Kalamazoo County Consolidated Dispatch facility with him on September 6. Mr. McGinnis closed with recognition of a recent groundbreaking event for Clark Logic.

Mayor Pro Tem Pearson had no comment.

Mayor Randall thanked the City Council and staff for the earlier Committee of the Whole meeting regarding affordable housing. In addition, she recognized County Commission Chair, Michael Quinn, and shared her excitement for increasing the housing in the City of Portage and for continued support from the County. Mayor Randall also issued a reminder regarding the start of school on August 29, along with road construction project completions, and noted the remaining summer recreation events, including the Friday at the Flats food event.

ADJOURNMENT: Mayor Randall adjourned the meeting at 07:46 PM.

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Tammy K. Durian, Deputy City Clerk