CITY COUNCIL MEETING MINUTES FROM JANUARY 10, 2023

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

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

ABSENT: Councilmember Chris Burns.

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

At the request of Mayor Randall, the audience observed a moment of silence to reflect on inclusivity in the Portage community. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS:

2022 Christmas Light Display Contest Winners: At Mayor Randall's request, City Manager McGinnis presented the first, second, and third place awards for the inaugural City "Decked Out" Holiday Display contest, sponsored by Consumers Energy.

National Day of Racial Healing 2023: Emily Olivares, Co-Director of the Kalamazoo Foundation, read the National Day of Racial Healing 2023 proclamation. At the invitation of the Mayor, Ms. Olivares spoke regarding the National Day of Racial Healing and the Kalamazoo Foundation's plans for the event. Councilmember Ledbetter thanked the Kalamazoo Foundation for its work in the community.

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. Mayor Pro Tem Pearson removed Item A.6. Councilmember Urban removed Items A.3 and A.8. Motion by Pearson, seconded by Ledbetter, to approve the Consent Agenda, as amended. Upon a roll call vote, motion carried 6 to 0.

Approval of Minutes: Motion by Pearson, seconded by Ledbetter, to approve the City Council Meeting Minutes of the Regular Meeting of December 20, 2022. Upon a roll call vote, motion carried 6 to 0.

Accounts Payable Register: Motion by Pearson, seconded by Ledbetter, to approve the Accounts Payable Register of January 10, 2023, as presented. Upon a roll call vote, motion carried 6 to 0.

Consolidation and Contamination Risk Reduction Grant: Motion by Pearson, seconded by Ledbetter, to approve a Consolidation and Contamination Risk Reduction grant agreement in the amount of $525,969 between the Michigan Department of Environment, Great Lakes and Energy and the city and authorize the City Manager to sign all documents related to the project on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

Approve Bond Council and Financial Advisory Service Provider Contracts: Motion by Pearson, seconded by Ledbetter, to approve a ten-year contract (one base year and nine option years) with Dickinson Wright for Bond Counsel services, as well as a ten-year contract (one base year and nine option years) with MFCI, LLC for Financial Advisor services, and authorize the 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.

2023 Recreation and Open Space Plan: Motion by Pearson, seconded by Ledbetter, to adopt the 2023 Recreation and Open Space Plan Update for submittal to the MDNR in accordance with their grant requirement guidelines. Upon a roll call vote, motion carried 6 to 0.

City Council Priorities for FY23-24: Motion by Pearson, seconded by Ledbetter, to approve the City Council priorities for Fiscal Year 2023-2024. Upon a roll call vote, motion carried 6 to 0.

Minutes of Boards & Commissions: Motion by Pearson, seconded by Ledbetter, to receive the Minutes of the Planning Commission of December 1, 2022. Upon a roll call vote, motion carried 6 to 0.

Materials Transmitted: Motion by Pearson, seconded by Ledbetter, to receive the Materials Transmitted of December 20, 2022. Upon a roll call vote, motion carried 6 to 0.

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

PETITIONS AND STATEMENTS OF CITIZENS: None.

REGULAR BUSINESS AGENDA:

Appointments to Boards and Commissions: At the request of the Mayor, City Clerk Eklov read the following appointments into the record: reappoint Patrick Buckley, Carol Eddy, Keith Hearit, Leonard Lamberson, and Orville Smith, as well as appoint Amanda Bengston, as members of the Board of Review with terms ending January 31, 2024, with the designation of the panels to be determined by the City Assessor; appoint Carol Dunleavy-Chandler to a term ending December 31, 2025, to the Historic District Commission; appoint Sue Beasley to a partial term ending October 1, 2023, and appoint Bridget Lane to a partial term ending October 1, 2024, to the Human Services Board; reappoint Paul Sommers to a term ending October 1, 2029, as well as appoint Sean Malone to a term ending October 1, 2029, to the Local Officers Compensation Commission; and, reappoint Lynn Haddow, and Lena Jomaa to terms ending February 28, 2026, to the Zoning Board of Appeals.
Motion by Knapp, seconded by Ledbetter, to appoint individuals to the Historic District Commission, Human Services Board, Local Officers Compensation Commission, Board of Review, and Zoning Board of Appeals as noted by the City Clerk. Upon a roll call vote, motion carried 6 to 0.

Preliminary Condominium: McConley Cove Planned Development, 1075 Bacon Avenue: Councilmember Urban explained he had concerns about the proposed plan, some of which had been answered earlier but others remained. He noted the proposed continuation of the street curb to remove the pending street extension at Hillberry Drive and Chaucer Avenue, creating a small outlot at the location requiring future maintenance clarification. Councilmember Urban also noted a desire to ensure the continuation of the sidewalk along Hillberry Drive and Chaucer Avenue once the future street development section was closed.
Motion by Urban, seconded by Brayton, to grant tentative approval of the Preliminary Condominium Plan for McConley Cove Planned Development, 1075 Bacon Avenue with the addition to the proposed plan of connecting the sidewalk at Chaucer and Hillberry Drive. Upon a roll call vote, motion carried 6 to 0.

Austin Lake Invasive Weed Management - 2023 to 2027 Special Assessment: Mayor Pro Tem Pearson requested additional information regarding the item. He further noted the absence of an October 17, 2022 report from the consultant in the agenda. Mayor Pro Tem Pearson stated the document had been provided to him shortly before the meeting at his request and asked that all of the Council receive the document. Transportation & Utilities Director Kendra Gwin noted there had been

an amended report by the consultant in October that included a supplementary recommendation to include mechanical harvesting in addition to chemical remediation. Director Gwin confirmed that both reports could be provided to the Council. Councilmember Urban stated his shared concerns with the need to review all related documentation in the absence of a governmental lake board and the reliance on the Council as the deciding body on the process. He noted the urgency of the timing of beginning the process so the project could benefit the upcoming summer season. Councilmember Urban also highlighted the variance of species entailed and legal requirements pertaining to each species, as well as the noted costs entailed in the project as additional funding would potentially be needed. He clarified with the City Attorney that Resolution #1 did not entail amounts, but requested the City Administration confirm dollar amounts before notifying homeowners.
Motion by Urban, seconded by Pearson, to adopt Resolution No. 1, accept the City Manager Report, and request preparation of Resolution No. 2 for the Austin Lake Invasive Weed Management Program Special Assessment District No. 023-A. Upon a roll call vote, motion carried 6 to 0.

City Manager Employment Agreement - Relocation Expenses: Councilmember Urban expressed concerns about modifying the existing Employment Agreement with its cap of $20,000 to the newly requested amount, which would double the cap. At the request of the Mayor, Deputy City Manager Adam Herringa provided background costs entailed with the $20,000 amount detailed in the agreement, noting that costs for housing sales and the Council's desire to have the new City Manager relocate within the City of Portage, resulted in greater costs incurred. He stated that the $20k capped amount could easily cover moving and relocation costs; however, the home purchase and realtor expenses in the current market proved more expensive.

Motion by Knapp, seconded by Brayton, to amend the City Manager Employment Agreement to increase the allocation for relocation expenses from $20,000 to $40,754.61. Upon a roll call vote, motion carried 6 to 0.

COUNCIL COMMITTEE REPORTS: Councilmember Knapp provided an update on the Portage Community Center Board of Directors, including information from the holiday programs and events. She noted the upcoming golf outing fundraiser slated for May 2023, as well as a national recognition of the Portage Community Center Youth Program staff. Motion by Urban, seconded by Brayton, to receive the Council Committee Reports as presented. Upon a voice vote, motion carried 6 to 0.

STATEMENTS OF CITIZENS: Robert Williams (10930 South Westnedge Avenue) expressed concerns about the need to ensure the resurfacing of the South Westnedge roadway, specifically South Shore Drive to Osterhout Avenue. Councilmember Urban noted his proximity to South Westnedge Avenue and shared his concerns about the road quality. Mayor Randall confirmed the City Administration would review the matter.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Brayton noted National Law Enforcement Appreciation Day on January 9th and recognized the service of those in the Portage Department of Public Safety.

Councilmember Ledbetter thanked the Kalamazoo Foundation for the proclamation, citing the upcoming holiday for Martin Luther King, Jr. Councilmember Ledbetter noted recent issues with education mandates excluding Dr. King from the school curriculums in the State of Virginia.

Councilmember Knapp thanked the applicants and members of the City's Boards & Commissions, encouraging new applicants and remaining applicants to get involved.

Councilmember Urban extended his apologies for his absence from the earlier Board & Commission Interview session.

City Manager McGinnis asked members of the Council to promote the ongoing Master Plan update survey.

Mayor Pro Tem Pearson asked the City Administration to review citizen comments on social media regarding issues with the Master Plan survey platform for mobile devices.

Mayor Randall discussed upcoming budgets. She then highlighted the upcoming city recognition of Martin Luther King, Jr. Day the following week, as well as the Chinese New Year holiday.

ADJOURNMENT: Mayor Randall adjourned the meeting at 08:04 PM.

Erica L. Eklov, City Clerk