

CITY COUNCIL MEETING MINUTES FROM MARCH 7, 2023

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

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

ABSENT: Councilmember Lori Knapp.

ALSO PRESENT: City Manager Pat McGinnis, Deputy City Manager Adam Herringa, 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 the 51 years of service by Meals on Wheels. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS:

March for Meals Month: Ms. Taylor Rossi, on behalf of Milestone Senior Services of Kalamazoo, read the proclamation.

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. Seeing no comments, motion by Pearson, seconded by Ledbetter, to approve the Consent Agenda as presented. 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 February 21, 2023. 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 March 7, 2023, as presented. Upon a roll call vote, motion carried 6 to 0.

Two Senior Center Busses: Motion by Pearson, seconded by Ledbetter, to approve the single-source purchase of two 14-passenger transport vehicles from Best Bus Sales of Des Plaines, Illinois, in the amount of \$242,880 and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

South 12th Street Block Lift Station Renovation Project - Tabulation of Proposals: Motion by Pearson, seconded by Ledbetter, to award a contract to Abonmarche Consultants, Incorporated of Kalamazoo, Michigan, in the amount not to exceed \$174,130 to perform engineering services for the South 12th Street Block Lift Station Renovation Project and authorize the 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.

Approval and acceptance of public improvements in the condominium project for Pennridge Trail PD Phase 3.: Motion by Pearson, seconded by Ledbetter, to approve and accept public improvements at the condominium project for Pennridge Trail PD Phase 3, 1850 West Osterhout Avenue, subject to sidewalks, street trees, stop signs, and bike path pavement to be completed by March 7, 2025. Upon a roll call vote, motion carried 6 to 0.

Fiscal Year 2023-2024 Proposed Budget Review Schedule: Motion by Pearson, seconded by Ledbetter, to establish April 18, 2023, from 3:00 to 6:30 p.m. and April 25, 2023, from 3:00 to 6:30 p.m.

(if needed) as the dates for review of the proposed Fiscal Year 2023-2024 Budget. Upon a roll call vote, motion carried 6 to 0.

Board & Commission Interview Session: Motion by Pearson, seconded by Ledbetter, to set a Special Meeting on Tuesday, May 23, 2023, beginning at 5:45 p.m., to interview Board and Commission applicants. 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 Senior Citizens Advisory Board of November 16, 2022, and Planning Commission of January 19, 2023. 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: Alan Loveridge (23965 88th Avenue, Marcellus) spoke regarding illegal cashier check payments in relation to large purchases and potential recommendations to address this issue.

Robert Williams (10930 South Westnedge Avenue) began by thanking the city for quickly addressing his prior complaint about a pothole adjacent to his residence. He then expressed concern regarding the volume of development within the city and its potential stress on the water and sewer systems. Mayor Randall asked the City Manager to arrange a meeting with Mr. Williams to discuss his concerns.

PUBLIC HEARINGS:

Austin Lake Aquatic Plant Management Special Assessment - Resolution No. 5: Mayor Randall opened the public hearing at 7:19 p.m. There being no public comments, motion by Burns, seconded by Brayton, to close the public hearing. Upon a voice vote, motion carried 6 to 0.

Councilmember Urban asked the consultant from Progressive AE, Mr. Paul Hausler, whether the bid for the aquatic plant management was lower than expected. Mr. Hausler answered that the bid was in line with other recent projects. Councilmember Urban then inquired whether the special assessment funds will be sufficient to complete the project, to which Mr. Hausler confirmed funds would be sufficient. Councilmember Urban noted that any remaining assessment fund will either be returned to the residents or used for additional lake treatment if desired by the City Council at that time. He further confirmed that the lake weed treatment plan was for a very targeted portion of the lake and not the entire water body.

Motion by Burns, seconded by Brayton, to adopt Resolution No. 5, confirming the Special Assessment Roll for the Austin Lake Aquatic Plant Management Special Assessment District No. 023-A; and, award a contract to Solitude Lake Management LLC, Little Rock, AR for the 2023-2027 Austin Lake Herbicide Application Program at a cost not to exceed \$117,455, 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.

UNFINISHED BUSINESS:

2023 Fee Schedules: At the request of the Mayor, City Manager McGinnis summarized the revisions to the proposed fees as revised by Senior Citizen Services Director Kim Phillips following the City Council's concerns from December 2022. Motion by Burns, seconded by Brayton, to adopt the 2023 Proposed Senior Center Facility fees, as modified, to be effective April 1, 2023. Upon a roll call vote, motion carried 6 to 0.

COUNCIL COMMITTEE REPORTS: None.

STATEMENTS OF CITIZENS: Robert Williams (10930 South Westnedge Avenue) spoke regarding concerns about the condition of Ring Road and encouraged enforcement efforts by the city. He also expressed concerns about the appearance of the construction site for the Redwood residential development along Lovers Lane.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Brayton noted March as Colorectal Awareness Month, with the disease affecting one in 24 people, and encouraged regular screening. Councilmember Brayton then welcomed LifeEMS as the new ambulance service provider. She also issued a reminder of Spring Daylight Savings Time, closing with a statement of gratitude to Consumers Energy for its efforts to restore power following the February 22 ice storm.

Councilmember Burns issued kudos to the Departments of Public Safety and Public Works for coordination with the February ice storm. He thanked the city for the additional brush pickup, noting the city's Compost Site hours during the extra pickup. Councilmember Burns closed with a reminder that the annual spring city collection programs would be beginning soon as well.

Councilmember Ledbetter acknowledged Women's History Month and recognized former Mayor Betty Lee Ongley as one of three first female mayors in the State of Michigan. He also recognized Mayor Randall, Councilmember Brayton and Councilmember Knapp for their civil service. Councilmember Ledbetter then spoke regarding LifeEMS as an ambulance provider.

Councilmember Urban stated his recent travels had allowed him to miss much of the effects of the February ice storm and was able to return before the following February snowstorm.

City Manager McGinnis recognized Mr. Williams' earlier citizen comments and stated he looks forward to meeting with him to ensure the city is adhering to development standards.

Mayor Pro Tem Pearson no comments to add.

Mayor Randall highlighted March as National Reading Month, having had the opportunity to read to two young Portage classrooms. She then noted the Lending Hands organization and the services it offers. Mayor Randall also complimented the city's operating hours surrounding the February ice storm, commenting that she also was affected by the widespread power outages.

ADJOURNMENT. Mayor Randall adjourned the meeting at 07:47 PM.

Erica L. Eklov, City Clerk