

CITY COUNCIL MEETING MINUTES FROM SEPTEMBER 24, 2024

CALL TO ORDER: Mayor Patricia Randall called the Regular Meeting to order at 06:00 PM in the Council Chambers at Portage City Hall.

ROLL CALL: Councilmembers Chris Burns, Victor Ledbetter, Nicole Miller, Terry Urban, Jihan Young, Mayor Pro Tem Jim Pearson, and Mayor Patricia Randall were present.

ABSENT: None.

ALSO PRESENT: City Manager Pat McGinnis, Chief Development Officer Peter Dame, 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 those women and families affected by ovarian cancer. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS:

Ovarian Cancer Awareness Month: Assistant to the City Manager, Justin Williams, read the proclamation.

PETITIONS AND STATEMENTS OF CITIZENS:

1. Bo Snyder (1342 Lama Road, Kalamazoo), Terri Novaria (3489 Whistling Lane), Mary Lou Rohwer (6024 Texas Drive, Kalamazoo), and Mark Stevenson (7404 Mackenzie Ln) announced their candidacies for the Portage Public Schools District Board of Education as part of the upcoming November 5 election.
2. Alan Loveridge (23965 88th Avenue, Marcellus) provided suggestions for personal checking practices and efforts to stop scams, as well as identity theft.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any would like an item removed from the Consent Agenda. Motion by Pearson, seconded by Urban, to approve the Consent Agenda as presented. Upon a roll call vote, motion carried 7 to 0.

Approval of Minutes: Motion by Pearson, seconded by Urban, to approve the City Council Meeting Minutes for the Special Meeting, as well as Regular Meeting of September 10, 2024. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register: Motion by Pearson, seconded by Urban, to approve the Accounts Payable Register of September 24, as presented. Upon a roll call vote, motion carried 7 to 0.

Purchase of new roadside mowing tractor: Motion by Pearson, seconded by Urban, to approve the purchase of one John Deere 5090E Cab Tractor with roadside mower for \$147,497.23 utilizing the State of Michigan MiDEAL Extended Purchasing Program and authorize the City Manager to execute all related documents on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Workers' Compensation Excess Insurance: Motion by Pearson, seconded by Urban, to approve a two-year contract renewal with Midwest Employers Casualty Company, with the option of up to one additional two-year renewal, maintaining the current \$750,000 specific excess retention for Police and Fire and \$550,000 specific excess retention for all other employee groups, for workers' compensation excess insurance coverage for an annual fee of \$123,680 per year plus payroll adjustments and authorize the City Manager to execute all documents related to this contract renewal on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Contract for the Purchase of Park Shelters for Lexington Green Park and Lakeview Park Renovation Projects: Motion by Pearson, seconded by Urban, to award a contract in the amount of \$377,678.03 to Penchura LLC, for the purchase of park shelters for the Lexington Green Park and Lakeview Park Renovation projects, 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 7 to 0.

Stanwood Crossing Rezoning and Tentative Plan Application and Preliminary Condominium Plan:

Motion by Pearson, seconded by Urban, to receive Rezoning and Tentative Plan Application #24/25-2 from R-1B One Family Residential District to Planned Development (PD) and the Preliminary Condominium Plan for 'Stanwood Crossings' proposed single-family residential development at 9617 Portage Road and set hearing for October 22, 2024. Upon a roll call vote, motion carried 7 to 0.

Receive Zoning Ordinance Amendment #24/25-1: Motion by Pearson, seconded by Urban, to receive Zoning Ordinance Amendment #24/25-1: Ordinance to amend various miscellaneous Zoning Code technical standards and set a Public Hearing for October 22, 2024. Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards & Commissions: Motion by Pearson, seconded by Urban, to receive the minutes of the Zoning Board of Appeals of August 12, 2024; Environmental Board of June 12, 2024; and Brownfield Redevelopment Authority of August 1, 2024. Upon a roll call vote, motion carried 7 to 0.

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

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Young spoke regarding the Michigan Municipal League annual conference and the various breakout sessions she attended. She also highlighted the upcoming Boards & Commission interviews, encouraging citizens to apply.

Councilmember Burns noted the availability of the city's SeeClickFix platform for reporting issues around the city, relaying that a citizen had contacted him about concerns with fiber utility installations.

Councilmember Urban expounded on Councilmember Burns' comments, highlighting project letters routinely sent by utility companies ahead of work in the right-of-way. He encouraged residents to use the contact information provided to alert the companies to personal installations, such as sprinkler systems and electric dog fences.

Councilmember Ledbetter had no comment.

Councilmember Miller highlighted her attendance at two recent business re-openings which saw damage during the May 7 tornado. She also spoke regarding sessions from the Michigan Municipal League conference.

City Manager McGinnis provided a reminder about the launch of the Portage Small Business Directory, created by the City Council Small Business Committee. He also relayed the Committee's facade improvement program launch for the Lake Center District. The City Manager then provided a notice of the city's upcoming Halloween house decorating competition. He closed with a reminder about the City Council's annual goal-setting session.

Mayor Pro Tem Pearson thanked staff for pursuing a facade improvement program following its suggestion at the prior City Council Goal Session.

Mayor Randall noted the beginning of the absentee voting period and several aspects surrounding the upcoming November 5 election. She then highlighted her forthcoming article in the *Portager* regarding the voting process in the city. Mayor Randall also relayed her recent discussion with second-graders at Angling Elementary regarding local government. She closed with a note on the new Farmer's Market.

ADJOURNMENT: Mayor Randall adjourned the meeting at 6:28 PM.

Erica L. Eklov, City Clerk