

CITY COUNCIL MEETING MINUTES FROM JUNE 13, 2017

The Regular Meeting was called to order by Mayor Strazdas at 7:30 p.m.

At the request of Mayor Strazdas, Pastor Bill Fernhout of Prairie Edge Christian Reformed Church, gave the invocation and City Council and the audience recited the Pledge of Allegiance.

At the request of Mayor Strazdas, the Deputy City Clerk called the roll with the following members present: Councilmembers Richard Ford, Jim Pearson, Patricia Randall, Claudette Reid, Terry Urban, Mayor Pro Tem Nasim Ansari and Mayor Peter Strazdas. Also in attendance were City Manager Larry Shaffer, City Attorney Randy Brown and Deputy City Clerk Adam Herringa.

APPROVAL OF MINUTES: Motion by Ansari, seconded by Ford, to approve the May 23, 2017 Regular Meeting Minutes as presented. Upon a voice vote, motion carried 7 to 0. Motion by Randall, seconded by Ford, to approve the June 12, 2017, Pre-Council Meeting Minutes. Upon a voice vote, motion carried 4 to 0 with Councilmembers Reid and Urban and Mayor Pro Tem Ansari abstaining.

* **CONSENT AGENDA:** Mayor Strazdas asked Councilmember Pearson to read the Consent Agenda. Motion by Pearson, seconded by Reid, to approve the Consent Agenda motions. Mayor Strazdas asked that Item F.5, Appointment to the Park Board, be removed from the Consent Agenda. Upon a roll call vote, motion carried 7 to 0.

* **APPROVAL OF ACCOUNTS PAYABLE REGISTER OF JUNE 13, 2017:** Motion by Pearson, seconded by Reid, to approve the Accounts Payable Register of June 13, 2017. Upon a roll call vote, motion carried 7 to 0.

PETITIONS AND STATEMENTS OF CITIZENS: Phil Stinchcomb, 1607 Bellaire Avenue, announced his candidacy for Portage City Council, described his commitment to the City of Portage and the community, rationale for running for office and shared his vision and hopes for Portage.

Jim Stephanak, 10725 Cora Drive, shared that he recently announced his candidacy for City Council. Mr. Stephanak described his commitment to the City of Portage and the community, rationale for running for office and shared his vision and hopes for Portage.

Ms. Alyssa Stewart, 5180 Fountain Square Drive, Kalamazoo, spoke on behalf of the United Way of the Battle Creek and Kalamazoo Region regarding a “diaper drive” effort to assist families in need. Ms. Stewart reviewed relevant poverty statistics and explained how the public can assist in the diaper drive effort.

Mr. Kris Mbah, 2224 East Cork Street, Apt. 1B, Kalamazoo, spoke and thanked Mayor Strazdas for his years of service and leadership in the community.

Mr. Jim Brutsche, 5421 Lovers Lane, expressed concern with traffic noise from Interstate 94 at his home, specifically as it relates to trucks using “jake brakes” to slow themselves down. He requested that the City take the necessary measures to install “No Jake Brakes” signs on I-94 to the east and west of the Lovers Lane bridge. Discussion followed on the nature of jake brakes and the role of the Michigan Department of Transportation. Motion by Pearson, seconded by Randall, to refer the concern to City Administration for review and to make a recommendation to City Council regarding the matter. Upon a roll call vote, motion carried 7 to 0.

REPORTS FROM THE ADMINISTRATION:

APPOINTMENT OF DIRECTOR OF TRANSPORTATION AND UTILITIES: City Manager Shaffer reviewed the qualifications of W. Roger Buell and the rationale for his recommendation that City Council confirm Mr. Buell’s appointment as Director of Transportation and

Utilities. Motion by Pearson, seconded by Ansari, to confirm the appointment of W. Roger Buell as the Director of Transportation and Utilities, effective June 19, 2017. Upon a roll call vote, motion carried 7 to 0.

* **UNPAID WATER AND SEWER CHARGES:** Motion by Pearson, seconded by Reid, to order notice to applicable property owners that all water and/or sewer charges remaining unpaid as of June 30, 2017 will be transferred to the 2017 city tax roll and assessed against the property for which the services were furnished. Upon a roll call vote, motion carried 7 to 0.

* **LABOR COUNSEL SERVICES CONTRACT:** Motion by Pearson, seconded by Reid, to renew the contract with Warner, Norcross & Judd LLP for Labor Counsel Services for a three-year period through fiscal year 2019-2020 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 7 to 0.

* **GRANT APPLICATION FOR A NEW VOTING SYSTEM:** Motion by Pearson, seconded by Reid, to adopt the Resolution authorizing the City Manager or his designee to submit a Grant Application on behalf of the City of Portage to the Michigan Secretary of State for a new voting system. Upon a roll call vote, motion carried 7 to 0. Resolution recorded on page 393 of City of Portage Resolution Book No. 46.

APPOINTMENT TO PARK BOARD: Mayor Strazdas explained that, while board and commission appointments normally take place at special meetings, the Chairperson of the Park Board, Tim Earl, expressed a desire that the vacancies on the Park Board be filled as soon as possible. Mayor Strazdas shared that the application of Ms. Lana Escamilla arrived shortly after the last board and commission interview session and that she seemed highly qualified to fill one of the vacancies. City Manager Shaffer shared that he, Chairperson Earl, and other staff members met with Ms. Escamilla and were pleased to recommend her for appointment to the Park Board. Mayor Strazdas asked Ms. Escamilla questions related to her qualifications and interest in serving on the Park Board. Ms. Escamilla shared details regarding her history of volunteerism, commitment to the City of Portage and passion for the park system. Motion by Ford, seconded by Ansari, to appoint Lana Escamilla to an unfulfilled term on the Park Board ending October 1, 2017. Upon a voice vote, motion carried 7 to 0.

* **PORTAGE ROAD PEDESTRIAN CROSSING AT FOREST DRIVE:** Motion by Pearson, seconded by Reid, to receive the Communication from the City Manager regarding pedestrian safety at the Portage Road pedestrian crossing at Forest Drive as Information Only. Upon a roll call vote, motion carried 7 to 0.

* **MINUTES OF BOARDS AND COMMISSIONS MEETINGS:** City Council received the minutes of:

1. Portage Public Schools Regular of March 27, Special and Regular of April 17, and Policy Governance Retreat and Committee of the Whole Work Session of May 8, 2017;
2. Human Services Board of March 30, 2017;
3. Senior Citizen Advisory Board of April 19, 2017; and
4. Planning Commission of May 18, 2017.

NEW BUSINESS:

POSITION ON THE KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY BOARD OF DIRECTORS: Councilmember Pearson explained that, up until a few weeks ago, he was not planning on resigning from the Kalamazoo County Consolidated Dispatch Authority (KCCDA) Board of Directors. However, it was recently determined that the KCCDA

Executive Committee would expand from four to five members with the new position being allotted to a representative of the City of Portage. Councilmember Pearson noted that the KCCDA Executive Committee was composed of administrators and not elected officials and thus believed it more appropriate that the Portage City Manager serve in his place. Councilmember Reid thanked Councilmember Pearson for his service on the KCCDA and complimented his recommendation that the City Manager be his replacement. Motion by Pearson, seconded by Ansari, to accept the resignation of Councilmember Jim Pearson from the Kalamazoo County Consolidated Dispatch Authority Board of Directors and appoint City Manager Larry Shaffer to the Kalamazoo County Consolidated Dispatch Authority Board of Directors with immediate effect. Upon a roll call vote, motion carried 7 to 0.

Mayor Strazdas shared that he is currently serving as an Alternate to Councilmember Pearson on the KCCDA Board of Directors and believed it appropriate that, rather than lose Councilmember Pearson and his experience from the KCCDA Board of Directors altogether, Councilmember Pearson replace him as Alternate thus making Councilmember Pearson the Alternate to City Manager Shaffer.

Motion by Reid, seconded by Ansari, to accept the resignation of Mayor Peter Strazdas as Alternate from the Kalamazoo County Consolidated Dispatch Authority Board of Directors and appoint Councilmember Jim Pearson as the Alternate to Larry Shaffer on the Kalamazoo County Consolidated Dispatch Authority Board of Directors with immediate effect. Upon a roll call vote, motion carried 7 to 0.

BID TABULATIONS:

* **SUMMER MILL AND FILL PROGRAM ASPHALT REPAIRS:** Motion by Pearson, seconded by Reid, to approve the low bid of \$275,550.30 from Michigan Paving & Materials Company, and award a contract change order in the amount of \$94,449.36, for a total cost of \$369,999.66 for the Summer Mill and Fill Program asphalt repairs of major and local street sections 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.

* **HEATING, COOLING, VENTILATION AND AIR CONDITIONING MAINTENANCE OF CITY OWNED FACILITIES:** Motion by Pearson, seconded by Reid, to approve the low bid for a two-year contract with R. W. Lapine, Inc., in the amount of \$76,170 for Heat, Ventilation and Air Conditioning (HVAC) maintenance of city owned facilities, with an option for four one-year contract extensions 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.

OTHER CITY MATTERS:

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Reid noted that the Standard and Poor's Bond Rating for the City of Portage recently increased from AA to AA+. She continued by praising the City of Portage and all involved, both past and present, for taking the fiscally prudent steps necessary to obtain such an excellent rating.

Councilmember Randall complimented Nick Arnold, Director of Public Safety, on his completion of the FBI National Academy and highlighted the major tenants of the program.

Mayor Pro Tem Ansari wished State Representative Dave Maturen the best of health and recovery following a traffic accident.

Mayor Strazdas shared that he, the City Manager, and other community leaders recently met with Ian Read, Chief Executive Officer of Pfizer. Mayor Strazdas shared that Mr. Read was impressed by the health and quality of life in the Portage community along with the partnership between the City of Portage and Pfizer. Mayor Strazdas also shared that he anticipates Pfizer continuing to make significant investments to their Portage facilities over the next decade. Finally, Mayor Strazdas complimented all involved in making the decisions and putting forth the efforts that resulted in such an excellent bond rating for the City of Portage.

MATERIALS TRANSMITTED:

* **MATERIALS TRANSMITTED OF JUNE 2, 2017:** Motion by Pearson, seconded by Reid, to receive the Materials Transmitted of Friday, June 2, 2017. Upon a roll call vote, motion carried 7 to 0.

ADJOURNMENT: Mayor Strazdas adjourned the meeting at 8:18 p.m.

Adam Herringa, Deputy City Clerk

*Indicates items included on the Consent Agenda.