

CITY COUNCIL MEETING MINUTES FROM OCTOBER 10, 2017

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

At the request of Mayor Strazdas, Pastor John Gilfillan of CityGate Church of Portage gave the invocation and City Council and the audience recited the Pledge of Allegiance.

At the request of Mayor Strazdas, the City Clerk called the roll with the following members present: Councilmembers Richard Ford, Jim Pearson, Patricia M. Randall and Terry Urban, Mayor Pro Tem Nasim Ansari and Mayor Peter Strazdas. Councilmember Claudette Reid was absent with notice and excuse. Also in attendance were Deputy City Manager Rob Boulis, City Attorney Randy Brown and City Clerk James R. Hudson.

APPROVAL OF MINUTES: Motion by Ansari, seconded by Randall, to approve the Regular Meeting Minutes of September 26, 2017, as presented. Upon a voice vote, motion carried 6 to 0.

Motion by Pearson, seconded by Randall, to approve the Pre-Council Meeting Minutes of October 9, 2017, as presented. Upon a voice vote, motion carried 4 to 0 with Councilmembers Ford and Urban abstaining.

* **CONSENT AGENDA:** Mayor Strazdas asked Councilmember Urban to read the Consent Agenda. Motion by Urban, seconded by Ansari, to approve the Consent Agenda motions as presented. Upon a roll call vote, motion carried 6 to 0.

* **APPROVAL OF ACCOUNTS PAYABLE REGISTER OF OCTOBER 10, 2017:** Motion by Urban, seconded by Ansari, to approve the Accounts Payable Register of October 10, 2017. Upon a roll call vote, motion carried 6 to 0.

PETITIONS AND STATEMENTS OF CITIZENS:

* **HILL 'AN' BROOK DRIVE CURB AND GUTTER PETITION:** Motion by Urban, seconded by Ansari, to refer the special assessment petition in favor of creating a special assessment district on Hill 'an' Brook Drive (Angling Road to Greenhill Street) to the City Administration for review and report. Upon a roll call vote, motion carried 6 to 0.

REPORTS FROM THE ADMINISTRATION:

CITY CLERK: Mayor Strazdas deferred to Deputy City Manager Rob Boulis, who indicated that he and City Manager Larry Shaffer are pleased to recommend Deputy City Clerk Adam Herringa to replace the retiring City Clerk James Hudson. He pointed out that Mr. Herringa has been with the City for over 13 years, and has been Deputy City Clerk for over 12 years, has done an excellent job in supporting Mr. Hudson in carrying out the duties of that office, including a great job in developing the Youth Advisory Committee (YAC). Mayor Strazdas spoke in support of the recommendation stating that Adam has been a champion, and mentioned his gratitude to Mr. Hudson for his 24 years of service.

Motion by Randall, seconded by Ansari, to confirm the appointment of Adam Herringa as the City Clerk, effective October 14, 2017.

Councilmember Urban personally praised both Mr. Herringa and Mr. Hudson for their service to him over the years.

Mayor Pro Tem Ansari expressed kudos to the Office of the City Clerk, offered his gratitude to City Clerk Hudson, complimented Mr. Herringa for his work on the YAC and congratulated him on his appointment.

Councilmember Pearson congratulated Mr. Hudson on his 24 years of service. He indicated that Mr. Herringa has done such a good job as Deputy Clerk that Council expects a smooth transition because that is how well-run the Clerk's Office is. Then he congratulated Mr. Herringa.

Councilmember Ford wished Mr. Hudson the happiest of retirements, complimented him on his wit and wished him the best of luck going forward. He indicated that it is a pleasure working with Mr. Herringa and that he is looking forward to working with him more as he welcomed him to the seat on the dais next to him.

Councilmember Randall wished Mr. Hudson a happy retirement and wished his wife, Karin, good luck; she said this is not good-bye and that she hoped to see him around town. She mentioned that she sat next to Mr. Hudson during the first four years she was on City Council. Although she did not always feel that she was a part of City Council, Mr. Hudson always greeted her and handled himself in a very warm and professional way; and, she expressed her appreciation for that. She told Mr. Herringa that he has a beautiful family, concurred with confidence that the transition will be very smooth, that she is looking forward to working with him and congratulated him.

Mayor Strazdas cited Mr. Hudson's sense of humor and wit that breaks a lot of tension and is so needed sometimes, and expressed his hope that he will continue to bless other people in his next chapter of life. He offered him the opportunity to make some comments and Mr. Hudson bid his farewell and thanked past and current Managers and Deputy Managers for the opportunity to work for the amazing City of Portage. He praised Council for listening to one another and asked them to take special care of Portage and themselves. Mayor Strazdas called for the question and upon a roll call vote, motion carried 6 to 0. Mayor Strazdas congratulated Deputy City Manager Adam Herringa for his appointment to Portage City Clerk.

* **AMENDMENT TO THE GENERAL APPROPRIATIONS ACT:** Motion by Urban, seconded by Ansari, to amend the General Appropriations Act (budget) for the fiscal year ending June 30, 2018. Upon a roll call vote, motion carried 6 to 0.

* **AT&T CENTREX AND ANALOG RADIO CIRCUITS CONTRACT AGREEMENTS:** Motion by Urban, seconded by Ansari, to approve a three-year AT&T MiDEAL special government pricing contract for Public Safety Department Centrex telephone services in an annual amount not to exceed \$24,000, and a one-year AT&T pricing contract for Public Safety Department analog radio services in an amount not to exceed \$71,280, 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.

* **RESOLUTION TO ACCEPT MDNR GRANT:** Motion by Urban, seconded by Ansari, to adopt the Resolution accepting the Michigan DNR grant for the Eliason Nature Reserve Phase II development and authorize the City Manager to complete any documents pertaining to the grant on behalf of the city. Upon a roll call vote, motion carried 6 to 0.

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

Portage Public Schools Policy Governance and Regular Business of August 14 and Committee of the Whole Work Session of September 11, 2017.
Portage Park Board of Wednesday, September 6, 2017.
Portage Human Services Board of September 7, 2017.
Portage Youth Advisory Committee of September 11, 2017.
Portage Historic District Commission Regular and Special of September 13, 2017.
Portage Planning Commission of September 21, 2017.

NEW BUSINESS:

* **APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS:** Motion by Urban, seconded by Ansari, to reappoint Mary Lou Petrulio and Arthur Roberts, and appoint Larry Smith with terms ending October 1, 2020, appoint Albert Steffens with term ending October 1, 2019, and appoint Nicki Gillette and Jo A. McCrumb as Alternate Members with unfulfilled terms ending October 1, 2018, to the Senior Citizens Advisory Board; to appoint Todd Gasaway with unfulfilled term ending June 1, 2018, as the Master Electrician on the Construction Board of Appeals; to appoint Linda Finch as a Regular Member with unfulfilled term ending February 28, 2018, and appoint Jeff Wettig as an Alternate Member with unfulfilled term ending February 28, 2018 and appoint Linda Fry as an Alternate Member with unfulfilled term ending February 28, 2020, to the Zoning Board of Appeals; to appoint Meredith Place with unfulfilled term ending May 31, 2020, to the Planning Commission; to reappoint Deidre Courtney Nieves, Mike Sergeant and Tim Winslow with terms ending October 1, 2020, to the Environmental Board; to reappoint Jessie Duniphin, Fred Grunert and Martha Deming Maytnier with terms ending December 31, 2020, and appoint Robert El Henicky and Rebecca Lopez with unfulfilled terms ending December 31, 2019, to the Historic District Commission; to reappoint Nadeem Mirza, Stephanie Upshaw and Amanda Woodin with terms ending October 1, 2020, and appoint Alice Mwanda with unfulfilled term ending October 1, 2018 to the Human Services Board; to reappoint Lana Escamilla and Emelia Hirschman and appoint Elanor Riley with terms ending October 1, 2020, and appoint Kazmira Ruhland with unfulfilled term ending October 1, 2018, to the Park Board; to appoint J. William Lenehan with unfulfilled term ending December 31, 2023, to the Economic Development Corporation/Tax Increment Finance Authority/ Brownfield Redevelopment Authority. Upon a roll call vote, motion carried 6 to 0.

BID TABULATIONS:

* **PORTAGE PRINTING CONTRACT – BID TABULATION:** Motion by Urban, seconded by Ansari, to award a two-year contract to the low bidder, Howard Printing Co. Inc., of Portage, Michigan, in the estimated annual amount of \$37,678 to produce the *Portager* newsletter, with the option to renew the contract for two additional two-year periods and authorize the City Manager to execute all documents related to this action. Upon a roll call vote, motion carried 6 to 0.

* **WETHERBEE AVENUE UTILITY PROJECT – TABULATION OF PROPOSALS:** Motion by Urban, seconded by Ansari, to award an engineering services contract for the Wetherbee Avenue Utility Project (Portage Road to Woodlawn Avenue) to Hurley & Stewart, LLC, of Kalamazoo, Michigan, in the amount not to exceed \$39,315 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.

OTHER CITY MATTERS:

STATEMENTS OF CITY COUNCIL: Regarding the earlier Boards and Commissions Special Meeting, Councilmember Randall indicated that over the last eight years, the applicants have been better and more qualified than before. She congratulated those who were appointed and encouraged those who were not appointed to return for a second round. Councilmember Pearson concurred and said Council remembers those who come.

On behalf of City Manager Larry Shaffer and himself, Deputy City Manager Rob Boulis thanked Mr. Hudson for his twenty-four years of service to the City of Portage. Mayor Strazdas again thanked Mr. Hudson for his service. He also thanked Mr. Herringa for stepping up and becoming the new City Clerk.

MATERIALS TRANSMITTED:

* **MATERIALS TRANSMITTED:** Motion by Urban, seconded by Ansari, to receive the Materials Transmitted of September 26, 2017, and October 2, 2017. Upon a roll call vote, motion carried 6 to 0.

ADJOURNMENT: Mayor Strazdas adjourned the meeting at 7:52 p.m.

James R. Hudson, City Clerk

*Indicates items included on the Consent Agenda.