

## CITY COUNCIL MEETING MINUTES FROM SEPTEMBER 25, 2012

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

At the request of Mayor Strazdas, Councilmember Terry Urban gave an invocation and City Council and the audience recited the Pledge of Allegiance.

The City Clerk called the roll with the following members present: Councilmembers Elizabeth A. Campbell, Jim Pearson, Patricia M. Randall, Edward J. Sackley and Terry R. Urban, Mayor Pro Tem Claudette S. Reid and Mayor Peter J. Strazdas. Also in attendance were City Manager Maurice S. Evans, City Attorney Randy Brown and City Clerk James R. Hudson.

**APPROVAL OF MINUTES:** Motion by Sackley, seconded by Reid, to approve the September 11, 2012 Special and Regular Meeting Minutes as presented. Upon a voice vote, motion carried 7 to 0.

\* **CONSENT AGENDA:** Mayor Strazdas asked Councilmember Sackley to read the Consent Agenda. Mayor Strazdas removed Item F.4, City Council 50<sup>th</sup> Anniversary Committee, from the Consent Agenda, and Councilmember Urban asked that Item F.6, Donation Boxes – Information Only, be removed from the Consent Agenda. Motion by Sackley, seconded by Reid, to approve the Consent Agenda motions as amended. Upon a roll call vote, motion carried 7 to 0.

\* **APPROVAL OF ACCOUNTS PAYABLE REGISTER OF SEPTEMBER 25, 2012:** Motion by Sackley, seconded by Reid, to approve the Accounts Payable Register of September 25, 2012. Upon a roll call vote, motion carried 7 to 0.

### REPORTS FROM THE ADMINISTRATION:

\* **WATER SUPPLY AGREEMENT WITH THE CITY OF KALAMAZOO:** Motion by Sackley, seconded by Reid, to approve the City of Kalamazoo – City of Portage Water Supply Agreement and authorize the Mayor to sign the agreement on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

\* **RECOMMENDED BUDGET AMENDMENTS – END OF FISCAL YEAR HOUSEKEEPING:** Motion by Sackley, seconded by Reid, to amend the General Appropriations Act (budget) for the fiscal year ending June 30, 2013, for the total amount of \$3,388,773.38. Upon a roll call vote, motion carried 7 to 0.

\* **CONSTRUCTION BOARD OF APPEALS RAZE ORDER - 1518 EAST CENTRE AVENUE:** Motion by Sackley, seconded by Reid, to accept the order of the Construction Board of Appeals to demolish the pole barn and accessory loading dock at 1518 East Centre Avenue; and authorize the City Administration to take the necessary action to demolish the pole barn and accessory loading dock at 1518 East Centre Avenue, place a lien and assess the property to recover the costs associated with demolition consistent with the ordinance. Upon a roll call vote, motion carried 7 to 0.

**CITY COUNCIL 50<sup>TH</sup> ANNIVERSARY COMMITTEE:** Mayor Strazdas asked for volunteers from City Council to participate on the City Council 50<sup>th</sup> Anniversary Committee and indicated that the Committee would not meet that often, would review the suggestions from the public and the Advisory Boards, and would bring recommendations to City Council. Discussion followed. Motion by Campbell, seconded by Reid, to appoint the entire City Council as the City Council 50<sup>th</sup> Anniversary Committee to consider additional suggested activities and events from Advisory Boards and Commissions and Portage residents and present the additional suggested activities and events to the City Council no later than October 23, 2012. Upon a voice vote, motion carried 7 to 0.

\* **2012 CITY COUNCIL GOAL SETTING SESSION:** Motion by Sackley, seconded by Reid, to establish Friday, November 16, 2012, as the date of the 2012 City Council Goal Setting Session. Upon a roll call vote, motion carried 7 to 0.

**DONATION BOXES – INFORMATION ONLY:** Councilmember Urban expressed concern with the confusing relationship between the donation boxes “cropping up” around the city and the boxes of local non-profit organizations. He expressed a desire for an ordinance to address the removal of the boxes should the need arise and indicated that these are not on the list of an accessory uses of the primary use of the business activity. Councilmember Sackley indicated he spoke with a representative from Goodwill Industries, who indicated that the boxes became a problem and do not use them anymore. He said they became trash repositories, a liability and a hazard. Discussion followed. Motion by Urban, seconded by Sackley, to receive the communication from the City Manager regarding donation boxes as information only. Upon a roll call vote, motion carried 7 to 0.

\* **AUGUST 2012 SUMMARY ENVIRONMENTAL ACTIVITY REPORT – INFORMATION ONLY:** Motion by Sackley, seconded by Reid, to receive the communication from the City Manager regarding the August 2012 Summary Environmental Activity Report as information only. Upon a roll call vote, motion carried 7 to 0.

\* **DEPARTMENT MONTHLY REPORTS:** Motion by Sackley, seconded by Reid, to receive the Department Monthly Reports from the various city departments. Upon a roll call vote, motion carried 7 to 0.

#### **COMMUNICATIONS:**

**ANNUAL PRESENTATION BY SENIOR CITIZEN ADVISORY BOARD VICE-CHAIRPERSON LAWRENCE SMITH:** Senior Citizen Advisory Board Vice-Chairperson Lawrence Smith provided the annual report from the Board. Deputy Director of Recreation & Senior Citizens Services Jill Hess was available for questions and concerns and Alternate Board Member Trudy Riker discussed the Trip committee. Discussion followed. Motion by Reid, seconded by Sackley, to receive the Annual Presentation by Senior Citizen Advisory Board Vice-Chairperson Lawrence Smith. Upon a voice vote, motion carried 7 to 0.

\* **MINUTES OF BOARDS AND COMMISSIONS:** City Council received the minutes for the following boards and commissions:

Portage Human Services Board of August 2, 2012.  
Portage Zoning Board of Appeals of August 13, 2012.  
Portage Planning Commission of August 16 and September 6, 2012.

#### **AD HOC COMMITTEE REPORT:**

**CITY COUNCIL SIGN COMMITTEE REPORT:** At the request of Mayor Strazdas, Councilmember Sackley provided an update and discussion of the activities and considerations of the City Council Sign Committee, especially addressing the questions of what are temporary signs and what to do with the interior sign issues. He indicated that the Committee is seeking suggestions for the four topics provided in his written presentation to City Council. Discussion followed. Motion by Reid, seconded by Sackley, to receive the Sign Committee Report from Councilmember Sackley. Upon a roll call vote, motion carried 7 to 0.

**CITY COUNCIL BUSINESS AND THE CITY OF PORTAGE REPORT:** At the request of Mayor Strazdas, Councilmember Randall provided a review of the recent meeting of the Business And the City of Portage Committee. She outlined the plans to visit with small businesses, the Chamber of Commerce and SouthWest Michigan First. She mentioned the possibility of a Business Survey in the future and discussion followed. Motion by Reid, seconded by Pearson, to receive the Business And the City of Portage Committee Report from Councilmember Randall. Upon a roll call vote, motion carried 7 to 0.

**ETHICS/RULES/PROCEDURES COMMITTEE REPORT:** At the request of Mayor Strazdas, Councilmember Urban indicated Ethics/Rules/Procedures Committee discussed Councilmember Attendance Policy and campaign comments/speeches in public meetings and the current Charter versus Ordinance conflict of laws with Mayor Pro Tem selection process and the question of the need to change the Rules of Order and Procedure. Motion by Campbell, seconded by Reid, to receive the Ethics/Rules/Procedures Committee Report from Councilmember Urban. Upon a roll call vote, motion carried 7 to 0.

### **BID TABULATIONS:**

\* **COMPUTER REPLACEMENT:** Motion by Sackley, seconded by Reid, to approve the lease of 141 Lenovo replacement computers and peripheral equipment from Capital Advantage Leasing of Grand Rapids, Michigan, at a total lease price of \$106,286.40 for a three year period 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.

\* **ANNUAL SUNGARD ENTERPRISE SOFTWARE LICENSING AND MAINTENANCE FEE:** Motion by Sackley, seconded by Reid, to approve an annual licensing and software maintenance services agreement with SunGard, Incorporated, at a total cost of \$66,338 and authorize the City Manager to execute all documents related to this agreement on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

\* **SWEEPER RENTAL FOR FALL LEAF PICKUP PROGRAM:** Motion by Sackley, seconded by Reid, to accept the quote submitted by Bell Equipment of Lake Orion, Michigan, in the amount of \$25,500 for rental of two Whirlwind vacuum sweepers for the Fall Leaf Pickup Program 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:** Councilmember Urban highlighted the new brochure that discusses code enforcement in the neighborhoods.

Councilmember Sackley, Mayor Strazdas and City Manager Evans expressed appreciation for the cooperation of the Administrations of both Portage and Kalamazoo which enabled them to reach the Water Supply Agreement. Mayor Strazdas announced that Monday, September 23, 2012, was the first night the Portage Public School Board of Education met in City Council Chambers as their new meeting location. He then referenced the Portage City Hall lobby as a place to view ongoing art displays from various artists in the community, and he highlighted the current display of fine photography of displays in Seth Giem's Train Barn.

**ADJOURNMENT:** Mayor Strazdas adjourned the meeting at 9:52 p.m.

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James R. Hudson, City Clerk

**\*Indicates items included on the Consent Agenda.**