

## CITY COUNCIL MEETING MINUTES FROM MARCH 26, 2013

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

At the request of Mayor Strazdas, Dr. Pradeep Sagedo of the Hindu Community gave the invocation and the City Council and the audience recited the Pledge of Allegiance.

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

**APPROVAL OF MINUTES:** Motion by Sackley, seconded by Reid, to approve the March 12, 2013 Regular Meeting Minutes as presented. Upon a voice vote, motion carried 4 to 0 with Councilmember Randall abstaining.

\* **CONSENT AGENDA:** Mayor Strazdas asked Councilmember Sackley to read the Consent Agenda. Motion by Sackley, seconded by Reid, to approve the Consent Agenda motions as presented. Upon a roll call vote, motion carried 5 to 0.

\* **APPROVAL OF ACCOUNTS PAYABLE REGISTER OF MARCH 26, 2013:** Motion by Sackley, seconded by Reid, to approve the Check Register of March 26, 2013, as presented. Upon a roll call vote, motion carried 5 to 0.

### REPORTS FROM THE ADMINISTRATION:

\* **FINAL PLAN FOR STERLING OAKS WEST (PHASE II) PLANNED DEVELOPMENT, 1001 GULFPORT TRAIL:** Motion by Sackley, seconded by Reid, to approve the Final Plan for Sterling Oaks West (Phase II) Planned Development, 1001 Gulfport Trail, subject to the maximum number of residential units be limited to 30 until a second means of ingress and egress is provided in accordance with the International Fire Code. Upon a roll call vote, motion carried 5 to 0.

\* **2013 UTILITY RATE FINANCIAL STUDY:** Motion by Sackley, seconded by Reid, to establish a public hearing for April 23, 2013, at 7:30 p.m. or as soon thereafter as may be heard, to consider resolutions to: adopt the recommendation that the sewer commodity rate be reduced from \$4.81 to \$4.70 per 1,000 gallons of metered water; adopt the recommendation that the water commodity rate remain at \$3.19 per 1,000 gallons of metered water; adopt the recommendation that adjustments be made to both the sewer and water base quarterly charges; eliminate the current Senior Citizen Discount Program effective October 1, 2013; adopt the recommendation that the new rates become effective on October 1, 2013, (or on January 1, 2014, if City Council chooses to implement a low income affordability program); and adopt the recommended water and sewer franchise area fees and other service fees and charges as outlined in the 2013 Utility Rate Financial Study. Upon a roll call vote, motion carried 5 to 0.

\* **WATER MAIN EASEMENT RELINQUISHMENT AND SANITARY SEWER ENCROACHMENT, MUELLER REFRIGERATION, 6700 SPRINKLE ROAD:** Motion by Sackley, seconded by Reid, to adopt a resolution to relinquish 89.15 feet of an existing water main easement located on the west side of the existing Mueller Refrigeration building, replaced with a new

water main easement for the portion of the vacated water main, place the resolution on file with the City Clerk for 28 days and take final action on April 23, 2013, at 7:30 p.m. or as soon thereafter as may be heard; and authorize the City Manager to sign the License Agreement to Locate Signs in City Utility Easement. Upon a roll call vote, motion carried 5 to 0. Resolution recorded on page 49 of City of Portage Resolution Book No. 45.

\* **COMPREHENSIVE LIABILITY, PROPERTY AND AUTO FLEET INSURANCE:** Motion by Sackley, seconded by Reid, to approve a one-year agreement for comprehensive liability, property and auto fleet insurance through the Michigan Municipal Risk Management Authority (MMRMA) at a total not to exceed cost of \$443,253 for the period of March 1, 2013 to March 1, 2014, and authorize the City Manager to execute all documents related to the action on behalf of the city. Upon a roll call vote, motion carried 5 to 0.

\* **APPLICATION FOR SPECIAL LICENSE FOR THE SALE OF BEER, WINE AND SPIRITS:** Motion by Sackley, seconded by Reid, to resolve to submit applications to the Michigan Liquor Control Commission (MLCC) for a Special License for the sale of beer and wine for consumption on the premises at Portage Central Park, 7800 Shaver Road, for The Taste of Portage on June 22, 2013, and the *Your Generation in Concert* on July 13, 2013, and authorize the City Manager to execute all documents on behalf of the city. Upon a roll call vote, motion carried 5 to 0.

\* **REMOTE CREDIT CARD USE:** Motion by Sackley, seconded by Reid, to adopt the Resolution to Accept Payments on Certain City Fees and Charges by Financial Transaction Devices to allow the use of credit card services for recreation and cultural programs. Upon a roll call vote, motion carried 5 to 0. Resolution recorded on page 59 of City of Portage Resolution Book No. 45.

\* **FEBRUARY 2013 SUMMARY ENVIRONMENTAL ACTIVITY REPORT:** Motion by Sackley, seconded by Reid, to receive the communication from the City Manager regarding the February 2013 Summary Environmental Activity Report as information only. Upon a roll call vote, motion carried 5 to 0.

\* **DEPARTMENT MONTHLY REPORTS:** Motion by Sackley, seconded by Reid, to receive the Department Monthly Reports. Upon a roll call vote, motion carried 5 to 0.

#### **COMMUNICATION:**

**KALAMAZOO COUNTY TRANSIT AUTHORITY (KCTA) CHAIRPERSON LINDA TEETER AND EXECUTIVE DIRECTOR OF THE KCTA SEAN MCBRIDE:** City Council received a presentation by Linda Teeter that included a summary of the 2012 Annual Report, including city, county and federal funding percentages, consideration for riders with a handicap and a quantification of riders to and from Portage. She also mentioned that a community service van will be provided to the Portage Senior Center. She reviewed the new technology that will provide more information for riders regarding all vehicles by routes and times, including the availability of applications “apps” for cell phones, and praised the addition of a travel trainer made possible through a grant from Human Services. She introduced Sean McBride, who traced the background of the regionalization of public transit and discussed some of the topics addressed in a White Paper that was written with the help of various government officials that outlines the plan for consolidation, transfer of ownership and feedback from the community. Discussion followed.

Ms. Teeter discussed the renewal of the 0.4 mills for four years for public transit, which is the ballot issue on the May 7, 2013 Special Election. Discussion followed. Mayor Strazdas summed up and discussion followed.

\* **MINUTES OF BOARDS AND COMMISSIONS:** City Council received the minutes of the following Boards and Commissions:

Portage Youth Advisory Committee of February 11, 2013.  
Portage Planning Commission of March 7, 2013.

**BID TABULATION:**

\* **SOUTH 12TH STREET SANITARY SEWER LIFT STATION IMPROVEMENT PROJECT:** Motion by Sackley, seconded by Reid, to award a construction contract for the South 12th Street Sanitary Sewer Lift Station Improvements to B & Z Company, Incorporated, in the not to exceed amount of \$253,777.32 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 5 to 0.

**OTHER CITY MATTERS:**

**STATEMENTS OF CITY COUNCIL:** Councilmember Sackley provided an update of Mayor Pro Tem Reid's, Don Ramlow's, Ayesha Mangla's and his service on the Public Media Network (PMN) Board. Discussion followed.

Councilmember Randall reminded everyone that Portage Public Schools begins Spring Break at noon, Wednesday, March 27, and asked that everyone be watchful of children walking, playing or biking. She also wished everyone traveling over Easter Break to have a safe journey and she extended a "Happy Easter" to all.

Councilmember Pearson announced that an Engineering Company has returned after serving ten months in Afghanistan, and the public is invited to a celebration, Thursday, 3:30 p.m. at the Western Michigan University Read Field House to welcome home our local soldiers.

Mayor Pro Tem Reid recognized Director of Technology Services and Community Marketing Devin Mackinder and thanked him and his staff for receiving the Sunshine Award for transparency and openness in website design for the second year in a row. She indicated that Mr. Mackinder and his staff are constantly looking for new ways to put the information "out there" so the public can have access to it. She marveled at the increase in information that is now accessible to the public since she became a Councilmember. She then extended a "Happy Easter" to all.

Mayor Strazdas indicated that some of the soldiers who are coming back are from Portage and have gone to Portage Northern High School or Portage Central High School. He indicated that they will be invited to a City Council meeting in the near future to be recognized, thanked and welcomed home as heroes. Mayor Strazdas announced that Bicycle Week is upcoming and mentioned his plan that Portage City Council and Kalamazoo City Commission have a bike rally together as Portage is a "Natural Place to Move." He wished everyone a safe, enjoyable and happy vacation.

**ADJOURNMENT:** Mayor Strazdas adjourned the meeting at 8:24 p.m.

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James R. Hudson, City Clerk

\*Indicates items included on the Consent Agenda.