

The City of Portland
City Council
July 6, 2026
5:30 PM

City Council was called to order by Mayor Jeff Westlake at 5:30 PM on Monday, July 6, 2026. Roll was called and present were members Matt Goldsworthy, Ashley Hilfiker, Dave Golden, Ron May, and Mike Aker. Also, present were Attorney, Wes Schemenaur, and Clerk-Treasurer, Lori Phillips.

Absent: Michele Brewster and Kent McClung

Pledge of Allegiance

Approval of City Council minutes from June 15, 2026

Motion by May, seconded by Hilfiker to approve the City Council minutes from June 15, 2026 as presented. Roll call vote. All present voted aye.

Claims Docket

Motion by May, seconded by Golden to approve two payroll dockets; June 6 for \$175,062.63 and June 20 for \$190,138.01. General, Water and Sewage claim #118943-119310 in the amount of \$1,835,044.86. Roll call vote. All present voted aye.

Ordinance 2026-4; Amending Chapter 52 – Garbage Collection, 2nd reading

Motion by May, seconded by Golden to approve Ordinance 2026-4 on the second reading. Roll call vote. All present voted aye.

Changes: Monthly charge of \$10 for each city toter; annual charge of \$5 (per month) for each privately owned toter, spring and fall clean up dates established, large items must be tagged and paid for to be collected, and dates for large item clean-up at the Street Department were established. The increase in fees will begin with August water consumption (bill due October 10).

Ordinance 2026-6; Alley Vacation between 810 / 824 East Arch Street, 2nd reading

Motion by May, seconded by Golden to approve Ordinance 2026-6 on the second reading. Roll call vote. All present voted aye.

Jim Wasson – Discussion on the city implementing a food & beverage tax to make the waterpark free

Mr. Wasson read an editorial in the Commercial Review and was under the impression that the city council was interested in making this happen. The council assured Mr. Wasson that they have no interest in looking at this option.

Ceann Bales, JCDC Executive Director – 2026 Tax Compliance Statements

The Tax Abatement Board made the recommendation to approve all tax abatements. Ceann reviewed each abatement with the council. Motion by May, seconded by Hilfiker to approve all of the 2026 Tax Abatement Compliance forms. All present voted aye. A recap of the compliance statements is attached to the minutes.

Ceann Bales – JCDC Quarterly update

The quarterly update is attached to the minutes. Colby Cline (Economic Development Director) and Max Klopenstein (intern with Colby) discussed with the council some of the projects they are currently working on. Colby is working with the Park Board on drawings for a park at the former Bailey Furniture site. Max is taking inventory of all downtown buildings.

Discussion for setbacks at Arch / Pleasant Street

After much discussion on visibility issues at this location, the council recommended that a 50' setback (in both directions) on Arch Street be implemented. Wes will draft an ordinance for the council to review.

Council Comments

Matt - Expressed his frustrating with the continued backstabbing by the mayor. He noted that the city council must run the city as a business and do what makes sense with the funds that are available.

Ron – Noted that during his sister's recent visit to Portland, she played pickle ball at the Community Center and unseated the pickle ball champs.

Dave – Thanked the Jay County Fair Board for a successful county fair. He also thanked all of the volunteers to the many service organizations.

Ashley – Thanked the July 4th Committee and the Jay County Fair Board.

Mayor's Report

Mayor Westlake presented a Community Update report. The report is attached to the minutes.

Clerk Treasurer's Report

1. The trash ordinance that was passed tonight will be advertised in the newspaper, radio, website and inserted into water bills. Toter permits will be available at the water office starting July 13th. All changes will be in effect August 1.
2. Governor Braun announced a revenue replacement plan for lost revenues from the gas tax and excise tax suspensions. Local governments should see all revenue replacement funds by November 1.
3. A MUST meeting with the county council is tentatively set for August 12th at 5:00 at the Court House. All council members are encouraged to attend.
4. Budget meeting with DLGF is scheduled for July 23. Revenue estimates should be available at this time and budget discussions and payroll ordinance discussions may begin.

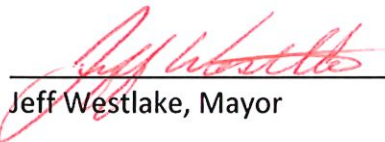
Adjournment Motion by Ron, seconded by Aker to adjourn at 6:34 p.m.

APPROVED:

ATTEST:



Lori Phillips, Clerk-Treasurer



Jeff Westlake, Mayor

Department & Community Updates

Full Briefing — Office of Mayor Jeff A. Westlake

PREPARED FOR THE MAYOR • JULY 2026

A complete picture of current and recent progress across every city department, our infrastructure and Board of Public Works, and our economic and community partners. Every item below reflects investment, improvement, and momentum for Portland.

Public Safety

Police Department — *Chief Dustin Mock*

- **Completed:** Full replacement of the department's phone and radio recording system, safeguarding officer safety, public records, case documentation, and liability protection for both employees and the City.
- **Planned:** Fleet modernization to replace vehicles reaching the end of their service life, targeting current-model-year vehicles to control costs and reusing compatible equipment wherever possible, consistent with the department's long-standing practice.
- **Underway:** The county-wide radio infrastructure project continues to move forward, strengthening reliable communication across police, fire, EMS, and dispatch.

Fire Department — *Chief Chuck Denney*

- Submitted a thorough Assistance to Firefighters Grant (AFG) application for new turnout gear and personal protective equipment.
- Chief Denney attends the Chief Academy, August 9–14.
- Fire Prevention Open House planned for October.

Streets & Parks

Streets & Parks Department — *Superintendent Matt Shauver*

EQUIPMENT

- Acquiring a new skid loader jointly with the Water Department to replace a 14-year-old machine; quotes are under review at the Board of Public Works.
- Purchased a new street sweeper.
- Operates a Bobcat mini excavator with bucket, jackhammer, and mower attachments that also supports water and sewer line maintenance across departments.

BUILDINGS

- Drawings in progress for a possible new salt/storage building.
- Exterior of the Street-Parks office building is complete; interior finish work targeted for this winter.
- Maintenance building roof scheduled to be painted.

PROJECTS COMPLETED & UNDERWAY

- Additional streets paved in 2026, with the next round of Community Crossings Matching Grant (CCMG) funding application underway.
- Little League baseball buildings received new exterior metal.
- Coppersmith Electric completed new electrical service at Rockets Field.
- Park improvements including 9 wooded disc golf holes, lighted pavilions, and a new water service line at Haynes Park.
- New full-time Street Department team member (Josh Lykins) added to support operations.

Water & Wastewater

Wastewater Department — *Brad Dues*

- **Wet Weather Pump Station & Equalization Basin:** Major plant upgrade designed to eliminate combined sewer overflow (CSO) events and help mitigate flooding; roughly two-thirds complete and on track for completion in 2027.
- Adding a 60×60 building addition for cold storage, expected complete in September.
- Evaluating an ENZ eBomb camera/jet nozzle to proactively locate blockages and identify aging infrastructure for upgrade or lining.
- Modernizing sewer ordinances to reduce stormwater infiltration and protect the treatment system (advancing to City Council).

Water Department — *Superintendent Doug Jackson*

- Maintaining reliable service and water quality, and partnering with Streets & Parks on the shared new skid loader.

Infrastructure & Board of Public Works

- **Broadband expansion:** Brightspeed is investing in new fiber in Portland (North Morton Street corridor), placing new underground and aerial fiber to improve connectivity.
- **Downtown site readiness:** The former TJ's building at 311 N. Meridian is being cleared, removing blight and preparing the site for future redevelopment.
- **Accessibility & compliance:** Updating the City's ADA and Title VI documents, which also keeps Portland well-positioned for state and federal grant eligibility.
- **Sound financial management:** Engaging Baker Tilly for arbitrage compliance services on the City's outstanding bonds, including the 2024 Sewage Works Revenue Bonds funding utility improvements.

Economic Development & Business Growth

- New business connection: Pioneer Warehousing submitted a sewer tap application for its Portland location — a sign of continued business activity.
- **Looking ahead:** The Mayor's office is actively working to bring new business and investment to Portland, with more to share in the months ahead.

Jay County Development Corporation (JCDC)

Second Quarter Report

April – June 2026

Note from Executive Director

JCDC's second quarter of 2026 was busy and productive. While many of our efforts remain behind the scenes, they are laying the foundation for housing development, community revitalization, workforce growth, industrial investment, and long-term planning throughout Jay County. During the past three months, JCDC advanced READI 2.0 projects, moved the County Comprehensive Plan from concept to consultant selection, continued to position Jay County for future international investment, expanded support for entrepreneurs through launchJay, and assisted local communities with redevelopment, housing, parks, and quality-of-place initiatives.

Economic development is rarely one large announcement; it is hundreds of conversations, partnerships, grant applications, meetings, and projects moving simultaneously. This quarter reflects that work. Economic development is about building communities that are stronger tomorrow than they are today. While many of the projects highlighted in this report will take months, or even years, to fully realize, each represents meaningful progress toward a stronger Jay County. JCDC remains committed to working alongside our county, cities, towns, businesses, nonprofit partners, and residents to create opportunities that strengthen our economy, improve quality of life, and position Jay County for long-term success.

Quarter at a Glance: 2nd Quarter Dashboard

Unemployment Rate	2.9%
Business Retention Visits	4
Business/Industry Prospects	3
Small Business Projects	7
READI Projects Active	3
Comprehensive Plan Milestones	Consultant Selected
Grant Applications Submitted	4
Entrepreneur Participants (launchJay)	10
Housing Projects Under Development	5
Regional/State Partnerships Engaged	5

Major Initiatives

County Comprehensive Plan

Perhaps the most significant milestone this quarter was advancing the county's first Comprehensive Plan in more than three decades. Following the Request for Qualifications process, seven consulting firms submitted proposals. A review committee evaluated each proposal and interviewed four firms before selecting HWC Engineering as the preferred consultant, contingent upon grant funding. The cost of the plan is \$120,000.

To fund the plan, JCDC secured a \$5,000 planning grant from Wabash Valley Power Alliance and is preparing to submit a \$60,000 request through the Indiana Office of Community and Rural Affairs (OCRA) Planning Grant Cycle 2. We have also submitted two additional grant applications to private funders, which are pending. Once funded, this planning process will establish a shared vision for land use, housing, infrastructure, economic development, agriculture, transportation, and quality of life throughout Jay County for years to come.

READI 2.0

Dunkirk Housing

The Dunkirk Housing Project made tremendous progress this quarter. Following a competitive RFQ process, RCS was selected as the preferred development partner. JCDC worked with the developer, local leadership, legal counsel, and regional partners to negotiate contracts, refine development expectations, and prepare the documentation required for final READI approval.

As additional regional funding became available, JCDC also initiated efforts to reallocate the former Hood Building READI allocation to strengthen the Dunkirk Housing Project and maximize investment within Jay County.

Pennville Park

Working closely with the Pennville Park Board, preliminary design concepts were developed for the READI-funded renovation project. Utility mapping was completed, conceptual layouts were prepared, and discussions began with building manufacturers to ensure the project remains within budget while maximizing long-term community benefit.

Housing Development

Housing remains one of Jay County's highest priorities. During the quarter, JCDC continued work on several housing initiatives including:

- Advancing the Dunkirk Housing development.
- Supporting infill housing opportunities in Dunkirk, Pennville, Redkey, and Portland.
- Meeting with additional private developers interested in residential investment opportunities.

- Continuing property identification efforts to expand future housing inventory throughout the county.

These efforts complement regional housing strategies while addressing one of the largest barriers to future workforce growth.

Community Development & Quality of Place

Community development remained a major focus throughout the quarter.

Highlights included:

- Continued redevelopment planning for the former Asbury Church property.
- Development of the Portland Parks Trail Loop master routing plan.
- Support for the Jay County Trails Club's downtown crosswalk art project celebrating America's 250th Anniversary.
- Continued assistance with downtown redevelopment opportunities.
- Ongoing planning for downtown façade improvements.
- Participation in Purdue Extension's inaugural Community Vitality Program to strengthen community centers' capacity across Jay County.

These projects improve quality of life while making Jay County more attractive to future residents, businesses, and visitors.

Business Development

JCDC continued active business recruitment, retention, and expansion activities throughout the county.

During the quarter staff:

- Conducted Business Retention & Expansion visits.
- Assisted multiple businesses evaluating growth opportunities.
- Worked with three prospective manufacturing projects.
- Continued collaboration with regional and state economic development partners.
- Prepared and implemented a standardized incentive request process for future industrial investment.

International business development also expanded during the quarter. Executive Director Ceann Bales attended programming with the Japan-America Society of Indiana (JASI) to strengthen relationships with Japanese-owned companies and better position Jay County for future international investment opportunities.

Building Organizational Capacity

JCDC also invested in strengthening its own capacity to better serve the community. Executive Director Ceann Bales attended the University of Oklahoma Economic Development Institute as part of the Certified Economic Developer (CEd) professional development program. This nationally recognized certification provides advanced training in strategic economic development, business attraction, workforce development, marketing, finance, and leadership. These investments ensure JCDC continues implementing nationally recognized best practices while bringing additional expertise back to Jay County.

Community Highlights

Portland

- Bailey Park redevelopment concepts initiated.
- Portland Trails Loop master routing developed.
- Began inventory of downtown businesses.
- Working to redesign façade grant program.
- Continued support efforts with three new businesses.
- Ongoing housing development conversations.
- Submitted a grant application to secure an AED for the Portland Rockets

Dunkirk

- Selected development partner for the READI Housing Project.
- Green Building demolition grant support.
- Continued infill housing strategy.
- Regional Infrastructure Fund planning initiated.

Pennville

- Pennville Park concept development completed.
- Infill housing opportunities advanced.

Redkey

- Continued identification of infill housing opportunities.
- Ongoing community development discussions including park and community center development.

Countywide

- County Comprehensive Plan consultant selection completed.
- Continued implementation of READI 2.0 initiatives.
- Purdue Community Vitality Program participation.

- Continued entrepreneurship programming through launchJay.

Looking Ahead

During the third quarter, JCDC will focus on:

- Securing Countywide Comprehensive Plan funding.
- Executing contract for the Dunkirk Housing Project.
- Finalizing Pennville Park design.
- Concluding redesign of Portland Façade Program.
- Identifying appropriate retail mix for downtown Portland.
- Furthering infill housing development opportunities.
- Continuing business attraction and expansion efforts.
- Completing launchJay entrepreneurship programming.
- Leading the Purdue Community Vitality Program to strengthen the community centers across the county.
- Researching grant opportunities for Redkey's and Bryant's public parks.
- Deepening partnership opportunities with the Jay County Chamber of Commerce.
- Strengthening partnerships with state, regional, and international economic development organizations.

Submitted by: Ceann Bales, Executive Director

Company	Year of SB-1	SB-1	CF-1	Compliance	2025	2024	2023
Commercial Electric Company Pennville Custom Cabinets FCC (Indiana) LLC	2015 RE	Jobs - 29/3=32 Investment - 325,000	Jobs - 31/2 Investment - 325,000				
	2020 PP	Jobs - 701/0 Investment - 14,569,900	Jobs - 501 Investment - 186,909		1,900,796		
	2022 PP	Jobs - 595/15 = 610 Investment - 589,600	Jobs - 501 Investment - 94,020				1,811,211
	2023 PP	Jobs - 576/10 = 586 Investment - 3,424,970	Jobs - 501 Investment - 3,199,072		3,199,072	3,164,492	
	2024 RE	Jobs - 552/10 Investment - 499,000	Jobs - 501 Investment - 499,000		499,000		
	2024	Jobs - 552/10 Investment - 1,606,577	Jobs - 501 Investment - 854,765		575,610		
	2025 RE	Jobs - 522/2 Investment - 321,000	Jobs - 501 Investment - 321,000				
	2025	Jobs - 522/2 Investment - 1,329,400	Jobs - 501 Investment - 593,632				
	2016 PP	Jobs - 19/5 = 24 Investment - 375,000	Jobs - 65/46 Investment - 375,000				
	2020 PP	Jobs - 60/4 Investment - 4,724,574	Jobs - 74/14 Investment - 1,804,353		1,804,353		
Ft. Recovery Industries, Inc. Joyce/Dayton Corporation	2023 RE	Jobs - 103/22 Investment - 8,047,880	Jobs - 138/25 Investment - 7,916,155				
	2023 PP	Jobs - 103/22 Investment - 1,986,491	Jobs - 138/25 Investment - 1,526,400				
	2025	Jobs - 144 Investment - 896,607	Jobs - 144 Investment - 886,740				
	2025	Jobs - 0 Investment - 250,000	Jobs - 4 Investment - 466,399				
	2023	Jobs - 10	Jobs - 15				
NAC Holdings							
Pioneer Warehousing, LLC							

Pioneer Equipment Leasing, LLC	RE	Investment - 1,000,000	Investment - 1,245,438
	2023	Jobs - 88	Jobs - 109/21
	PP	Investment - 1,620,000	Investment - \$1,227,259
Pioneer Warehousing, LLC	2023	Jobs - 2	Jobs - 2
	RE	Investment - 1,500,000	Investment - 1,533,134
Pioneer Equipment Leasing, LLC	2024	Jobs - 95	Jobs - 109/14
	PP	Investment - 2,000,000	Investment - 1,937,913
Pioneer Equipment Leasing, LLC	2025	Jobs - 97	Jobs - 109/12
	PP	Investment - 3,500,000	Investment - 738,794
Priority Plastics	2021	Jobs - 95/4	Jobs - 118/4
	PP	Investment - 4,717,222	Investment - 3,721,740
	2022	Jobs - 108	Jobs - 118
	PP	Investment - 6,600,000	Investment - 7,381,994
	2022	Jobs - 113	Jobs - 118
	PP	Investment - 1,200,000	Investment - 807,055

1,726,863