

CITY COUNCIL MINUTES

City of Hillsdale
November 20, 2023
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Stockford opened the meeting with the Pledge of Allegiance.

Roll Call

Mayor Stockford called the meeting to order. Clerk Price took roll call.

Council Members present:	Adam Stockford, Mayor Anthony Vear, Ward 1 R Greg Stuchell, Ward 1 William Morrissey, Ward 2 Bruce Sharp, Ward 3 Gary Wolfram, Ward 3 Cynthia Pratt, Ward 2 Joshua Paladino, Ward 4 Robert Socha, Ward 4
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Council Members absent:	None
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Also Present: Attorney Tom Thomson, Katy Price (City Clerk), Jason Blake (DPS Director), Scott Hephner (Chief HCPD/HCFD), Sam Fry (Economic Development), Brandon Janes (IT), Robert Eichler and Mark Nichols.

Approval of Agenda

Councilmember Vear asked for clarification on Consent item E. Cemetery minutes of November 1, 2023 No Animal signs and made mention of correction on Consent item G. Light Up Parade Agreement time frame from 5:00 a.m. to 5:00 p.m. Councilmember Wolfram mentioned he did not complete the Finance minutes of November 6, 2023 as presented in the Consent agenda. City Manager Mackie completed the minutes.

Motion by Councilman Morrissey support by Councilmember Vear to approve the amended agenda with changes made.

By a voice vote, the motion passed unanimously.

Public Comment

None

Consent Agenda

- A. Approval of Bills
 - 1. City and BPU Claims of November 2, 2023: \$1,276,138.16
 - 2. Payroll of November 9, 2023: \$192,609.25
- B. City Council Minutes of November 6, 2023
- C. Finance Minutes of November 6, 2023
- D. Library Minutes of October 12, 2023
- E. Cemetery Minutes of November 1, 2023
- F. Light Up Parade – Traffic Control Order/Right of Way Use
- G. Light Up Parade – Use Agreement
- H. BPU Lead Service Line Replacement Contract Extension
- I. 2023 Winter Tax Warrant
- J. Financial Reports for Quarter Ending 9/30/23

- K. City Investment Report 9/30/23
- L. Supplemental Special Assessment Report
- M. Public Service Committee Minutes of October 23, 2023

Motion by Councilmember Morrisey seconded by Councilmember Socha to approve the consent agenda as presented.

Roll Call:

Council Member Paladino	Aye
Council Member Vear	Aye
Council Member Sharp	Aye
Council Member Stuchell	Aye
Council Member Socha	Aye
Mayor Stockford	Aye
Council Member Morrisey	Aye
Council Member Pratt	Aye
Council Member Wolfram	Aye

Motion passed 9-0

Communications/Petitions

- A. Christmas at The Poorhouse
- B. Comcast Programming Advisory Letter

Information is presented for information only.

Introduction and Adoption of Ordinances/Public Hearings

None

Old Business

None

New Business

- A. City Audit

City audit was presented to Council by City Auditors Yeo & Yeo.

No action taken.

- B. Budget Amendments for FY 2024 Budget (Resolution)

Karen Lancaster, Finance Director reported The Uniform Budget and Accounting Act of 1968, as amended, requires the City to make amendments to the budget when appropriations exceed the current budget. These amendments must be approved by the City Council.

In the General Fund, the City Council adopts a budget for each department, so the amendments address any budget needs by department, rather than by fund total. For all non-General Funds, a budget amendment is only necessary if the City finds the total fund appropriation will exceed the budget adopted by Council.

Motion by Councilman Socha support by Councilmember Pratt to approve the resolution for the FY 2024 Budget amendments as presented. **Resolution 3578.**

Roll Call:

Council Member Paladino	Aye
Council Member Vear	Aye
Council Member Sharp	Aye
Council Member Stuchell	Aye
Council Member Socha	Aye
Mayor Stockford	Aye
Council Member Morrisey	Aye
Council Member Pratt	Aye
Council Member Wolfram	Aye

Motion passed 9-0

C. Setting Annual Service Fee for Workforce Housing (Resolution)

Sam Fry, Economic Coordinator reported The City has received an application for a Payment in Lieu of Taxes (PILOT) arrangement from Allen Edwin Residential Builders, LLC or related entity with common owners, 2186 E. Center Ave., Portage, MI 49002, for workforce housing located at 440 & 450 Hidden Meadows Drive. Allen Edwin Homes is seeking a 10% PILOT for 15 years to support workforce housing throughout 100% of the residential units of this development. Annual PILOT payments based on 100% occupancy and 100% projected monthly rent as listed on the application are currently estimated at \$17,928, with the City of Hillsdale’s share estimated at \$6,197.

The Hidden Meadows Duplex Project will be located at property addressed as 440 & 450 Hidden Meadows Drive in the City of Hillsdale and proposes three (3) two-family attached dwellings/duplexes for a total of six (6) units along the west side of Hidden Meadows Drive. The subject property is zoned RM-1 (Multifamily residential) and all dwelling units will meet the minimum setback and separation requirements for the RM-1 district. Each dwelling unit will be 2-story, approximately 1,640 square feet, with three bedrooms, two bathrooms, an attached garage and associated driveway. All dwelling units will be connected to sanitary sewer and municipal water. Sidewalks will be installed along the Hidden Meadows Drive frontage and screening/landscaping will be installed along the northern portion of the property, where abutting existing single-family residences.

Site Plan Approval was granted by the Hillsdale Planning Commission on August 16, 2023 (4 duplexes, 8 units total) and a revised site plan was submitted for administrative review on October 30, 2023, for which approval is pending. The revised site plan proposes the elimination of the southernmost duplex due to poor soils (3 duplexes, 6 units total now proposed).

Construction of this project is expect to commence in spring/summer 2024 and be completed in December 2024.

Lengthy Council discussion ensued for and against the presented project and resolution.

Motion by Councilman Vear support by Councilmember Socha to approve the resolution for the Annual Service fee for Workforce Housing Development at 440 & 450 Hidden Meadows Drive with a 10% PILOT arrangement for a term of 15 years from Allen Edwin Homes. **Resolution 3579.**

Roll Call:

Council Member Sharp	Aye
Council Member Socha	Aye
Council Member Stuchell	Aye
Council Member Vear	Aye
Council Member Wolfram	Aye
Mayor Stockford	Aye
Council Member Morrisey	Aye
Council Member Paladino	Nay
Council Member Pratt	Aye

Motion passed 8-1

D. 2024 Council Meeting Dates

The City offices will be closed in observation for the New Years holiday on January 1 and 2, 2024. January 16, 2024 and September 3, 2024 Council meetings will be held on Tuesday for the Martin Luther King, Jr. and Labor Day holidays.

- January 16
- February 5, 19
- March 4, 18
- April 1, 15
- May 6, 20
- June 3, 17
- July 1, 15

August 5, 19
September 3, 16
October 7, 21
November 4, 18
December 2, 16

Motion by Councilman Socha support by Councilmember Pratt to approve the 2024 City Council meeting dates.

By a voice vote, the motion passed unanimously.

Miscellaneous Reports

- A. Proclamations – None
- B. Appointment- Airport Advisory: Tom Siimes, Planning Commission: Matt Kniffin, Jacob Bruns
Reappointment – Airport Advisory Committee: David Hambleton

Motion by Councilman Socha support by Councilmember Vear to approve the appointments and reappointment as presented.

By a voice vote, the motion passed unanimously.

- C. Other- None

General Public Comment

Doug Ingles, Hillsdale County Commissioner commented on the Courthouse copper dome and restoration project at the Courthouse.

Robert Eichler, Scipio Twp, commented on the PILOT and next year’s election and process of elections.

City Manager’s Report

Happy Thanksgiving

Council Comments

Councilman Sharp commented about the construction at the Meijer store. Hiring in March 2024 and hope to open May 2024. Sharp also thanked DPS Director Blake for a good job on the leaf collection.

Councilman Stuchell commended City Manager and City staff on a good audit. Stuchell mentioned the First Luminary Walk event on December 3rd starting at 5:00 p.m.

Councilman Paladino spoke on the Workforce Housing PILOT and submitted his thoughts to Clerk Price.

Adjournment


Motion by Councilmember Socha, seconded by Councilmember Vear, to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:03 p.m.



Adam Stockford, Mayor



Katy Price, City Clerk