

CITY COUNCIL MINUTES

City of Hillsdale
December 4, 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), Brandon Janes (IT), Amy Manifold, Joseph Hendee, Robert Eichler and Mark Nichols.

Approval of Agenda

Motion by Councilman Morrissey support by Councilmember Pratt to approve the agenda as presented.

By a voice vote, the motion passed unanimously.

Public Comment

Joseph Hendee, 181 Rea St., commented on the City audit and congratulated Council and City staff. He also commented on City charter and board member qualifications.

Consent Agenda

- A. A. Approval of Bills
 - 1. City and BPU Claims of November 16, 2023: \$1,201,405.87
 - 2. Payroll of November 23, 2023: \$195,580.45
- B. City Council Minutes of November 20, 2023
- C. Finance Minutes of November 20, 2023

Motion by Councilmember Morrissey seconded by Councilmember Vear 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 Morrissey	Aye

Council Member Pratt Aye
Council Member Wolfram Aye

Motion passed 9-0

Communications/Petitions

- A. CL Real Estate – Keefer House Hotel Construction Update- Nick Fox, Construction Manager
- B. 2024 Construction Project Update – Kristin Bauer, City Engineer
- C. Mitchel Research Center’s Holiday Open House
- D. Best Decorated Home & Business Contest
- E. Toys for Tots Thank you Letter
- F. Comcast’s Price Change Letter
- G. Hillsdale County Commissioner Update- Doug Ingles, District 1

Nick Fox, Keefer House Hotel gave a brief construction update.

Kristin Bauer, City Engineer reviewed upcoming construction projects for 2024 which include Westwood Area, water valve replacement, sanitary sewer lining, sanitary sewer replacements, lift station/force main construction, road reconstruction on W. St. Joe St from Bacon St to South St. and crush, shape and paving on W. St. Joe St. and Griswold St from South St. to Waterworks Ave.

Mayor Stockford read aloud highlights of Commissioner Ingles update.

Information is presented for information only.

Introduction and Adoption of Ordinances/Public Hearings

- A. Ordinance Adoption Amendments to Sections 36-431 & 36-432

Alan Beeker, Zoning Administrator reported with the growing need and popularity of renewable energy sources, the Planning Commission has amended Secs. 36-431 & 36-432. The Planning Commission saw Solar Energy Systems becoming a viable use for both commercial and residential property owners in the future. The ordinance reflects the new guidelines for small Solar Energy Systems (SES).

Reviewed Building integrated solar energy system, Ground-mounted solar energy system, maximum/minimum tilt, roof-mounted and on-site and setback requirements.

Councilman Vear asked about the height requirements and the wind generating energy systems.

Mr. Beeker stated maximum height requirements are 25ft. on building and 15ft. free standing and that the ordinance stated no wind generating energy system shall be permitted.

Council discussion ensued on ground mounted solar energy system height requirements and fence requirements along with wind generating energy systems.

Motion by Councilman Paladino support by Councilmember Stuchell to send ordinance back to the Planning Commission to review the ground mounted solar energy system height requirements and possible options for wind generating energy systems.

By a voice vote, the motion passed unanimously.

Old Business

- A. Leaf Collection Update

Jason Blake, DPS Director stated DPS crews started the second round of leaf collection on Thursday, 11/16/2023 on schedule. Due to this past week’s snow events, DPS crews were required to forego leaf collection to perform winter maintenance operations.

Leaf collection operations resumed on Thursday, November 30, 2023 in Ward 4. Current scheduled collection dates are approximately one day behind. Ward 3 Round 2 should start approximately by end of day, Friday, December 1, or Monday, December 4, 2023. DPS will operate with 2 crew (as necessary) and anticipate to be back on schedule by Tuesday, December 5, 2023 or

earlier.

No action taken.

New Business

A. Set Public Hearing to Rezone 3005 W Carlton Rd

Alan Beeker, Zoning Administrator, reported the owner of 3005 W Carleton Rd requested a rezoning of his property. The intent is to rezone the property from B-3 General Business District to PRD Planned Redevelopment District. The Planning Commission recommended that Council approve the rezoning. A public hearing is required prior to Council making an ordinance change.

Motion by Councilman Morrissey support by Councilmember Vear to set a public hearing for the rezoning of 3005 W. Carleton Rd. for Tuesday, January 16, 2024.

By a voice vote, the motion passed unanimously.

B. Citizen Participation Plan Amendment Adoption

Alan Beeker, Zoning Administrator reviewed that in 2015, Council approved Resolution 3215 to participate in the Redevelopment Ready Communities Program (RRC). In 2019, the City received certification as a Redevelopment Ready Community. A Citizen Participation Plan is one of the items required for RRC certification. In addition to the RRC requirement, a CPP is required as part of the Community Development Block Grant (CDBG) program.

In 2015, City Council adopted the Citizen Participation Plan. The plan must be updated every five years. The amendment submitted for adoption required minor revisions. The Planning Commission has overseen the revisions and held a public hearing as required.

Motion by Councilman Morrissey support by Councilmember Sharp to approve the Amendments of the Citizen Participation Plan and adopt the current plan as presented.

By a voice vote, the motion passed unanimously.

C. Road Diet Traffic Study

Alan Beeker, Zoning Administrator reported As part of the City Master Plan (p68), improved walkability and expanded bike paths along the M-99 corridor was adopted in 2021. One way to do both is to perform a "road diet" along M-99 through the historic downtown.

MDOT has informed the City that they will be resurfacing the section of M-99 through the downtown as a 2026 budget year project. It would be ideal as part of the project to reduce the traffic lanes from 4 lanes, down to 2 lanes with a dedicated left turn lane and adding bike paths. In order to verify that traffic counts support such a reduction, a current traffic study will be required. The last traffic study was performed in 2016.

The traffic study is also required as part of the application for a TAP (Transportation Alternatives Program) grant that will offset city expenses related to the road diet and new bike paths.

Mr. Beeker contacted the engineer that conducted the 2016 traffic study, Wade Trim, for a proposal to conduct the update. Wade Trim submitted a proposal to conduct the new traffic study which also includes a presentation at the future public meeting to explain the road diet process. The proposal is for \$13,750.

Motion by Councilman Socha support by Councilmember Stuchell to approve the traffic study with Wade Trim in the amount of \$13, 750.00.

By a voice vote, the motion passed unanimously.

D. Annual Right of Way Permit for MDOT (Resolution)

Jason Blake, DPS Director reported each year it is necessary for the City to adopt a resolution which is required by the Michigan Department of Transportation for purposes of issuing individual permits to use its M-99 right-of-way within the City boundaries. The Department of Public Services, the Board of Public Utilities, the Police Department and the Fire Department require use of the right-of-way from time to time (street maintenance, Special Events etc.).

Motion by Councilman Sharp support by Councilmember Socha to approve the annual 2024 MDOT Right of Way Permit. **Resolution #3580.**

By a voice vote, the motion passed unanimously.

E. Bid Award – City Hall Carpet Replacement

Jason Blake, DPS Director stated City staff developed and requested bids for carpet replacement within the 3rd floor council chambers in addition to 2nd floor conference room. Carpet in both areas currently have extensive delamination, wrinkling, and seam raveling due to age, rolling chairs and pedestrian traffic. The City received a single bid from Willowbrook Interiors from Coldwater Michigan. Willowbrook Interiors included a base bid in addition to an alternate bid. The base bid was for Broadlume rolled carpet as specified in our bid. The alternate bid included pricing to install carpet tiles. Carpet Tiles were recommended as they would eliminate current issues of delamination caused by chair rollers, scooting/sliding of chairs and wrinkle issues. \$20,000 was budget for project in the FY 23-24 budget. Staff Recommended City Council award the alternate bid for the project to Willowbrook Interiors in the amount of \$20,697.20

Council discussion ensued on the wood floor status underneath the carpet.

Motion by Councilman Socha support by Mayor Stockford to table item until next meeting to see what the floors look like underneath the carpet.

By a voice vote, the motion passed unanimously.

Miscellaneous Reports

- A. Proclamations – None
- B. Appointment- None
- C. Other- None

General Public Comment

Amy Manifold, City resident, commented on the Chamber carpet and asked what the City will do with it as she would be interested in it.

Joseph Hendee, 181 Rea St., commented on the solar and wind energy systems and questioned the restrictions on residents for using alternative energy systems. Hendee thanked Council member Vear for asking questions about the ordinance.

Jack McLain, Hillsdale Twp, reported he made a donation to the TIFA Board for specific uses and had inquired about refund as it hadn't been used by the stipulations of donation.

Robert Eichler, Scipio Twp, commented on the solar energy systems, the bike paths in Jonesville along with the importance of elections.

City Manager's Report

Thanked all involved with the Light up Parade as it was a success.

Next meeting will include a State of the Hospital presentation by Mr. Hodshire.

City is working on insurance programs with Vested Risk Strategies.

Hillsdale Arts Chorale has a reflections of Christmas concert on Sunday, December 10, 2023 at 3:00 p.m. at College Baptist Church.

Council Comments

Councilman Stuchell stated the Luminary Walk was a success even though weather wasn't very cooperative. Good first year, looks forward to next year's event.

Councilman Vear reported he volunteered to set up barricades at the Light Up Parade and worked with Public Services personnel he requested the City look at ways to help the department with creating more space for all of the City trucks/equipment and storing barricades and other items in next year's budget.

Councilman Socha mentioned he opposes solar energy systems within the City as the Board of Public Utilities pays a PILOT to the City and it would be taking away from Utilities.

Adjournment

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

By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:45p.m.



Adam Stockford, Mayor



Katy Price, City Clerk