



City Council Agenda

December 4, 2023
7:00 p.m.

City Council Chambers
97 N. Broad Street
Hillsdale, MI 49242

- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
 - 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
- VI. Communications/Petitions**
 - A. CL Real Estate – Keefer House Hotel Construction Update- Nick Fox, Construction Manager
 - B. 2024 Construction Projects 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
- VII. Introduction and Adoption of Ordinances/Public Hearing**
 - A. Adopt Ordinance to amend sections 36-431 & 36-432, Article I and Article IV of Chapter 36 (Accessory buildings, Accessory buildings in residential districts)
- VIII. Old Business**
 - A. Leaf Collection Update – Jason Blake
- IX. New Business**
 - A. Set Public Hearing to Rezone 3005 W Carleton Rd
 - B. Citizen Participation Plan Amendment (CPP) Adoption
 - C. Road Diet Traffic Study
 - D. Annual Right of Way Permit for MDOT (Resolution)
 - E. Bid Award- City Hall Carpet Replacement
- X. Miscellaneous Reports**
 - A. Proclamation- None
 - B. Appointments – None
 - C. Other- None
- XI. General Public Comment**

XII. City Manager's Report

XIII. Council Comment

XIV. Adjournment

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 11/16/2023 - 11/16/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-123.000	GENERAL LIABILITY INSURANCE FOR	AEROSPACE RISK MANAGEMENT	GENERAL LIABILITY INSURANCE FOR AIRPORT	2,182.50	107370
101-000.000-123.000	SOCIAL MEDIA SUBSCRIPT 2025	ARCHIVESOCIAL, LLC	SOCIAL MEDIA ARCHIVING SUBSCRIPTION REC	1,396.00	107373
101-000.000-231.105	DUE TO MMERS-RETIREMENT CONT.	MERS	RETIREMENT CONTRIBUTIONS - 300101	13,049.35	705
101-000.000-263.000	SALES TAX - OCT 2023	STATE OF MICHIGAN	SALES TAX - OCT 2023	1.13	633
101-000.000-692.000	SALES TAX - OCT 2023	STATE OF MICHIGAN	SALES TAX - OCT 2023	(0.01)	633
Total For Dept 000.000				16,628.97	
Dept 172.000 CITY MANAGER					
101-172.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	921.80	705
Total For Dept 172.000 CITY MANAGER				921.80	
Dept 175.000 ADMINISTRATIVE SERVICES					
101-175.000-801.000	SOCIAL MEDIA SUBSCRIPT 2024	ARCHIVESOCIAL, LLC	SOCIAL MEDIA ARCHIVING SUBSCRIPTION REC	2,792.00	107373
101-175.000-802.000	KEYBOARD TRAY HCPD DISPATCH	AMAZON CAPITAL SERVICES, I	KEYBOARD TRAY HCPD DISPATCH	32.49	107371
101-175.000-802.000	MONITORS TECH SERVICES	AMAZON CAPITAL SERVICES, I	MONITORS TECH SERVICES	159.99	107371
101-175.000-802.000	SONIT NET ADMIN OCTOBER 2023	SONIT SYSTEMS, LLC	SONIT NET ADMIN OCTOBER 2023	733.13	107438
101-175.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON, PC	LEGAL FEES	3,030.00	107416
Total For Dept 175.000 ADMINISTRATIVE SERVICES				6,747.61	
Dept 191.000 FINANCE DEPARTMENT					
101-191.000-801.000	ACCOUNTING SERVICES - OCT 2023	THE WOODHILL GROUP, LLC	ACCOUNTING SERVICES - OCT 2023	4,357.73	107445
101-191.000-801.000	GASB 96 IMPLEMENATION, ARPA COMP	YEO & YEO PC	GASB 96 IMPLEMENATION, ARPA COMPLIANCE	1,000.00	107455
Total For Dept 191.000 FINANCE DEPARTMENT				5,357.73	
Dept 215.000 CITY CLERK DEPARTMENT					
101-215.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,186.58	705
101-215.000-801.000	PAPER SHREDDING SERVICE	ACCUSHRED, LLC	PAPER SHREDDING SERVICE	70.95	107368
101-215.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	239.34	107386
101-215.000-905.000	NO CAMPING ORD, WORKFORCE HOUSIN	GATEHOUSE MEDIA MICHIGAN I	NO CAMPING ORD, WORKFORCE HOUSING ORD.	134.50	107396
101-215.000-905.000	ORD 23-05 REZONE HID MEADOWS, WO	GATEHOUSE MEDIA MICHIGAN I	ACT 875402 ORD 23-05 REZONE HID MEADOWS	127.70	107396
101-215.000-905.000	ACCT 875402 ORD 23-06, PC NOTICE	GATEHOUSE MEDIA MICHIGAN I	ACT 875402 ORD 23-06, PLANNING COMMISS	182.90	107396
Total For Dept 215.000 CITY CLERK DEPARTMENT				1,941.97	
Dept 253.000 CITY TREASURER					
101-253.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	138.00	705
101-253.000-801.000	ACCOUNTING SERVICES - OCT 2023	THE WOODHILL GROUP, LLC	ACCOUNTING SERVICES - OCT 2023	37.50	107445
101-253.000-964.000	BILL BACK FOR 30-006-222-277-16	HILLSDALE CO TREASURER	BILL BACK FOR 30-006-222-277-16	2.36	107404
Total For Dept 253.000 CITY TREASURER				177.86	
Dept 257.000 ASSESSING DEPARTMENT					
101-257.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,847.34	705
101-257.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	BUSINESS CARDS ASSESSOR & ZONING/PLANNI	39.50	107374
101-257.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	64.20	107386
101-257.000-850.000	MONTHLY VERIZON BILL - NOV 23	VERIZON WIRELESS	MONTHLY VERIZON BILL - NOV 23	40.01	107452
101-257.000-860.000	TRANSPORTATION & MILEAGE	HILLSDALE COMMUNITY SCHOOI	BRAKE PADS ASSESSOR/CODE ENF EXPLORER	37.50	107405
Total For Dept 257.000 ASSESSING DEPARTMENT				2,028.55	
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-801.000	OCTOBER MOWING CONTRACT	BILL'S LAWN CARE, LLC	OCTOBER MOWING CONTRACT	345.00	107376
101-265.000-801.000	SCRAPER AND MATS	CINTAS CORPORATION	CITY HALL - SCRAPER AND MATS	15.25	107381
101-265.000-801.000	SCRAPER AND MATS	CINTAS CORPORATION	CITY HALL - SCRAPER AND MATS	15.25	107381
101-265.000-801.000	SCRAPER AND MATS	CINTAS CORPORATION	CITY HALL - SCRAPER AND MATS	15.25	107381
101-265.000-801.000	SCRAPER AND MATS	CINTAS CORPORATION	CITY HALL - SCRAPER AND MATS	15.25	107381

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Fund 101 GENERAL FUND					
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-801.000	SCRAPER AND MATS	CINTAS CORPORATION	CITY HALL - SCRAPER AND MATS	15.25	107381
101-265.000-801.000	CITY HALL CLEANING - OCTOBER 202	EAST 2 WEST ENTERPRISES, I	CITY HALL CLEANING - OCTOBER 2023	650.00	107389
101-265.000-801.000	STRIP & WAX DISPATCH OFFICE	EAST 2 WEST ENTERPRISES, I	STRIP & WAX DISPATCH OFFICE	95.00	107389
101-265.000-801.000	QUARTERLY ELEVATOR MAINTENANCE	SCHINDLER ELEVATOR CORPOR	QUARTERLY ELEVATOR MAINTENANCE	740.75	107437
101-265.000-850.000	TELEPHONE - CITY HALL	ACD.NET	TELEPHONE - CITY HALL	193.96	107369
101-265.000-850.000	ETHERFAX NOVEMBER 2023	BSB COMMUNICATIONS INC	ETHERFAX NOVEMBER 2023	112.00	107378
101-265.000-850.000	BSB SUPPORT FAILOVER ISSUE W/TEL	BSB COMMUNICATIONS INC	BSB SUPPORT FAILOVER ISSUE W/TELNET	57.75	107378
101-265.000-920.000	505431439 - 22 N MANNING - MITCH	MICH GAS UTILITIES	NATURAL GAS UTILITY - 22 N MANNING	208.14	715
101-265.000-920.000	505119616 - 97 N BROAD - CITY HA	MICH GAS UTILITIES	NATURAL GAS UTILITY - 97 N BROAD	374.53	716
Total For Dept 265.000 BUILDING AND GROUNDS				2,853.38	
Dept 301.000 POLICE DEPARTMENT					
101-301.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	25,616.94	705
101-301.000-742.000	OFFICERS JACKETS	GALL'S, INC	OFFICERS JACKETS	1,015.53	107395
101-301.000-742.000	BADGE FOR OFFICE PHILLIPS GARRIS	NYE UNIFORM COMPANY	BADGE FOR OFFICE PHILLIPS GARRISON CAP	94.14	107422
101-301.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	31.96	107386
101-301.000-801.000	INTERNET FOR THE POLICE UNITS	VERIZON WIRELESS	INTERNET FOR THE POLICE UNITS	160.04	107452
101-301.000-930.000	OIL CHANGE AND TIRE ROTATION FOR	PARNEY'S CAR CARE, LLC	OIL CHANGE AND TIRE ROTATION FOR UNIT 2	61.00	107425
101-301.000-930.000	UNIT 2-3 SPARK PLUGS, COILS, HEX	STILLWELL FORD MERCURY, IN	UNIT 2-3 SPARK PLUGS, COILS, HEX HEAD,	2,470.71	107441
101-301.000-955.000	JUNIOR POLICE BADGES FOR SRO. KI	OMG NATIONAL	JUNIOR POLICE BADGES FOR SRO. KIRSTEN	203.00	107423
101-301.000-956.000	FALL 2023 PA302 MEMBER CONTRIBUT	CITY OF JACKSON	FALL 2023 PA302 MEMBER CONTRIBUTIONS TC	1,139.76	107382
101-301.000-956.005	ABANDONED VEHICLE TRAINING FOR O	STR8-4WARD TRAINING CONCE	ABANDONED VEHICLE TRAINING FOR OFFICER	300.00	107442
Total For Dept 301.000 POLICE DEPARTMENT				31,093.08	
Dept 336.000 FIRE DEPARTMENT					
101-336.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	7,106.93	705
101-336.000-726.000	CPR RESCUE MASKS	AMAZON CAPITAL SERVICES, I	CPR RESCUE MASKS	79.95	107371
101-336.000-726.000	CARTRIDGE TONER FOR THE FIRE DEP	CURRENT OFFICE SOLUTIONS	CARTRIDGE TONER FOR THE FIRE DEPARTMENT	127.04	107386
101-336.000-726.000	SUPPLIES FOR THE FIRE DEPARTMENT	EMERGENCY MEDICAL PRODUCT	SUPPLIES FOR THE FIRE DEPARTMENT	656.44	107391
101-336.000-726.000	GLOVES FOR THE FIRE DEPARTMENT	EMERGENCY MEDICAL PRODUCT	GLOVES FOR THE FIRE DEPARTMENT	122.32	107391
101-336.000-726.000	DUCT TAPE FOR FIRE DEPARTMENT	GELZER HJ & SON INC	DUCT TAPE FOR FIRE DEPARTMENT	6.19	107397
101-336.000-742.000	10 SAFETY VESTS FOR THE FIRE DEP	GALL'S, INC	10 SAFETY VESTS FOR THE FIRE DEPARTMENT	231.99	107395
101-336.000-818.000	ENDORSEMENT FOR COMMERCIAL PACKA	VESTED RISK STRATEGIES INC	ENDORSEMENT FOR COMMERCIAL PACKAGE FOR	767.00	107453
101-336.000-818.000	2013 LOOK TRAILER AND ATTACHED E	VESTED RISK STRATEGIES INC	2013 LOOK TRAILER AND ATTACHED EQUIPMEN	136.00	107453
101-336.000-920.000	502806085 - 77 E CARLETON - FIRE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 77 E CARLETON	199.74	714
101-336.000-930.000	LADDER 42 - REPLACED FITTINGS ON	RILEY'S APPARTATUS SERVICE	LADDER 42 - REPLACED FITTINGS ON VALVE,	659.00	107433
Total For Dept 336.000 FIRE DEPARTMENT				10,092.60	
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,759.37	705
101-441.000-726.000	SAFETY VEST, GLOVES AND CHAPS	MORIARTY MACHINERY & SUPPI	SAFETY VEST, GLOVES AND CHAPS	304.35	107421
101-441.000-742.000	DPS UNIFORMS	CINTAS CORPORATION	UNIFORMS, SCRAPER, MATS AND RAGS	25.60	107381
101-441.000-742.000	DPS UNIFORMS	CINTAS CORPORATION	DPS UNIFORMS, SCRAPERS, MATS AND RAGS	25.60	107381
101-441.000-742.000	DPS UNIFORMS	CINTAS CORPORATION	DPS UNIFORMS, SCRAPERS, MATS AND RAGS	25.60	107381
101-441.000-742.000	DPS UNIFORMS	CINTAS CORPORATION	DPS UNIFORMS, SCRAPERS, MATS AND RAGS	144.98	107381
101-441.000-801.000	OCTOBER MOWING CONTRACT	BILL'S LAWN CARE, LLC	OCTOBER MOWING CONTRACT	90.00	107376
101-441.000-801.000	SCRAPERS AND MATS	CINTAS CORPORATION	UNIFORMS, SCRAPER, MATS AND RAGS	34.02	107381
101-441.000-801.000	SCRAPERS AND MATS	CINTAS CORPORATION	DPS UNIFORMS, SCRAPERS, MATS AND RAGS	34.02	107381
101-441.000-801.000	SCRAPERS AND MATS	CINTAS CORPORATION	DPS UNIFORMS, SCRAPERS, MATS AND RAGS	34.02	107381
101-441.000-801.000	SCRAPERS AND MATS	CINTAS CORPORATION	DPS UNIFORMS, SCRAPERS, MATS AND RAGS	34.02	107381
101-441.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	131.43	107386
101-441.000-850.000	MONTHLY VERIZON BILL - NOV 23	VERIZON WIRELESS	MONTHLY VERIZON BILL - NOV 23	56.87	107452

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Fund 101 GENERAL FUND					
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				2,699.88	
Dept 447.000 ENGINEERING SERVICES					
101-447.000-726.000	BATTERIES FOR 150	PERFORMANCE AUTOMOTIVE	STARTER FULD AND BATTERY FOR #150	182.99	107427
101-447.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	64.19	107386
Total For Dept 447.000 ENGINEERING SERVICES				247.18	
Dept 567.000 CEMETERIES					
101-567.000-726.000	CEMETARY FOUNDATIONS FOR OG AND	BECKER & SCRIVENS	CEMETARY FOUNDATIONS FOR OG AND LV	83.58	107375
101-567.000-726.000	50LB CONCRETE FOR FOUNDATION	GELZER HJ & SON INC	50LB CONCRETE FOR FOUNDATION	24.87	107397
Total For Dept 567.000 CEMETERIES				108.45	
Dept 571.000 PARKING LOTS					
101-571.000-801.000	OCTOBER MOWING CONTRACT	BILL'S LAWN CARE, LLC	OCTOBER MOWING CONTRACT	765.00	107376
Total For Dept 571.000 PARKING LOTS				765.00	
Dept 595.000 AIRPORT					
101-595.000-726.000	GORILLA TAPE	GELZER HJ & SON INC	GORILLA TAPE	12.99	107397
101-595.000-726.000	GLOVES, BATTERIES, TAPE MEASURER	GELZER HJ & SON INC	GLOVES, BATTERIES, TAPE MEASURER, STARI	142.48	107397
101-595.000-726.000	PARTS FOR BATWING MOWER	GREENMARK EQUIPMENT	PARTS FOR JOHN DEERE TRACTOR & BATWING	72.63	107399
101-595.000-818.000	GENERAL LIABILITY INSURANCE FOR	AEROSPACE RISK MANAGEMENT	GENERAL LIABILITY INSURANCE FOR AIRPORT	3,055.50	107370
101-595.000-850.000	TELEPHONE - AIRPORT	ACD.NET	TELEPHONE - AIRPORT	96.98	107369
101-595.000-930.000	CARPET CLEANER, SLYDE KING, NEBO	GELZER HJ & SON INC	CARPET CLEANER, SLYDE KING, NEBO HIGH E	101.97	107397
101-595.000-930.000	PARTS FOR JOHN DEERE TRACTOR	GREENMARK EQUIPMENT	PARTS FOR JOHN DEERE TRACTOR & BATWING	181.43	107399
101-595.000-930.000	PARTS FOR BATWING MOWER & GATE	GREENMARK EQUIPMENT	PARTS FOR BATWING MOWER & GATE	110.20	107399
101-595.000-930.000	PARTS FOR BATWING MOWER	GREENMARK EQUIPMENT	PARTS FOR BATWING MOWER	243.72	107399
101-595.000-930.000	OIL & FUEL FILTERS FOR SNOW PLOW	PERFORMANCE AUTOMOTIVE	OIL & FUEL FILTERS FOR SNOW PLOW	59.77	107427
Total For Dept 595.000 AIRPORT				4,077.67	
Dept 701.000 PLANNING DEPARTMENT					
101-701.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,267.66	705
101-701.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	BUSINESS CARDS ASSESSOR & ZONING/PLANNI	39.50	107374
101-701.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	64.20	107386
101-701.000-860.000	TRANSPORTATION & MILEAGE	HILLSDALE COMMUNITY SCHOOI	BRAKE PADS ASSESSOR/CODE ENF EXPLORER	37.50	107405
Total For Dept 701.000 PLANNING DEPARTMENT				1,408.86	
Dept 728.000 ECONOMIC DEVELOPMENT					
101-728.000-801.000	CHRISTMAS LIGHTS - SUPPLY, SET U	LIGHT MIDWEST LLC	CHRISTMAS LIGHTS - SUPPLY, SET UP, INSI	4,600.00	704
101-728.000-801.000	WIRE FEE FOR LIGHT MIDWEST	SOUTHERN MI BANK & TRUST	WIRE FEE FOR LIGHT MIDWEST	25.00	721
Total For Dept 728.000 ECONOMIC DEVELOPMENT				4,625.00	
Dept 756.000 PARKS					
101-756.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIVE	OWENS PARK VALVES AND PINS	4.28	107427
101-756.000-801.000	OCTOBER MOWING CONTRACT	BILL'S LAWN CARE, LLC	OCTOBER MOWING CONTRACT	5,916.00	107376
101-756.000-801.000	NONCOMMUNITY PUBLIC WATER SUPPL	STATE OF MICHIGAN EGLE	2024 ANNUAL NONCOMMUNITY PUBLIC WATER S	171.92	107440
101-756.000-801.000	NONCOMMUNITY PUBLIC WATER SUPP	STATE OF MICHIGAN EGLE	2024 ANNUAL NONCOMMUNITY PUBLIC WATER S	171.92	107440
101-756.000-930.000	FOD ANTIFREEZE	GELZER HJ & SON INC	FOD ANTIFREEZE	27.97	107397
Total For Dept 756.000 PARKS				6,292.09	
Total For Fund 101 GENERAL FUND				98,067.68	
Fund 202 MAJOR ST./TRUNKLINE FUND					
Dept 450.000 STREET SURFACE					
202-450.000-726.000	HOT PATCH MAJORS	GERKEN MATERIAL, INC	HOT PATCH	18.00	107398

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Fund 202 MAJOR ST./TRUNKLINE FUND					
Dept 450.000 STREET SURFACE					
202-450.000-726.000	HOT PATCH FOR BPU	GERKEN MATERIAL, INC	HOT PATCH	183.60	107398
Total For Dept 450.000 STREET SURFACE				201.60	
Dept 460.000 R.O.W. MAINTENANCE					
202-460.000-801.000	OCTOBER MOWING CONTRACT	BILL'S LAWN CARE, LLC	OCTOBER MOWING CONTRACT	674.08	107376
Total For Dept 460.000 R.O.W. MAINTENANCE				674.08	
Dept 460.500 TRUNKLINE R.O.W. MAINTENANCE					
202-460.500-801.000	OCTOBER MOWING CONTRACT	BILL'S LAWN CARE, LLC	OCTOBER MOWING CONTRACT	152.00	107376
Total For Dept 460.500 TRUNKLINE R.O.W. MAINTENANCE				152.00	
Dept 470.000 TREES					
202-470.000-801.000	STUMP GRINDING ON STATE, FAYETTE	DEAN LEININGER	STUMP GRINDING ON STATE, FAYETTE, NORTH	275.00	107414
Total For Dept 470.000 TREES				275.00	
Dept 490.000 TRAFFIC					
202-490.000-726.000	FLASHER, CAP TYPE CF-2F	CARRIER & GABLE, INC.	FLASHER, CAP TYPE CF-2F	140.00	107379
202-490.000-726.000	FLASHER, CAP TYPE CF-2F	CARRIER & GABLE, INC.	FLASHER, CAP TYPE CF-2F	140.00	107379
Total For Dept 490.000 TRAFFIC				280.00	
Total For Fund 202 MAJOR ST./TRUNKLINE FUND				1,582.68	
Fund 203 LOCAL STREET FUND					
Dept 450.000 STREET SURFACE					
203-450.000-726.000	SUPPLIES	GERKEN MATERIAL, INC	HOT PATCH	128.88	107398
Total For Dept 450.000 STREET SURFACE				128.88	
Dept 460.000 R.O.W. MAINTENANCE					
203-460.000-726.000	CONCRETE FOR LEWIS ST	GELZER HJ & SON INC	CONCRETE FOR LEWIS ST	24.87	107397
203-460.000-801.000	OCTOBER MOWING CONTRACT	BILL'S LAWN CARE, LLC	OCTOBER MOWING CONTRACT	655.92	107376
Total For Dept 460.000 R.O.W. MAINTENANCE				680.79	
Dept 900.000 CAPITAL OUTLAY					
203-900.000-970.000-215005	WESTWOOD PROJECT - ROAD/STORM	PARRISH EXCAVATING, INC.	WESTWOOD UTILITY AND ROAD RECONSTRUCTIC	24,803.10	107426
Total For Dept 900.000 CAPITAL OUTLAY				24,803.10	
Total For Fund 203 LOCAL STREET FUND				25,612.77	
Fund 204 MUNICIPAL STREET FUND					
Dept 572.000 LEAF COLLECTION					
204-572.000-801.000	CONTRACTUAL SERVICES	DRY MAR TRUCKING & DIRTWO	LEAF COLLECTION WARD 1/WARD 4	2,242.50	107388
204-572.000-801.000	LEAF COLLECTION WARD 4	DRY MAR TRUCKING & DIRTWO	LEAF COLLECTION WARD 4	2,612.50	107388
Total For Dept 572.000 LEAF COLLECTION				4,855.00	
Total For Fund 204 MUNICIPAL STREET FUND				4,855.00	
Fund 208 RECREATION FUND					
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,398.18	705
208-751.000-726.000	INFLATION NEEDLES, ALLEN WRENCH	GELZER HJ & SON INC	INFLATION NEEDLES, ALLEN WRENCH	4.18	107397
208-751.000-726.000	HAND AIR PUMP	GELZER HJ & SON INC	HAND AIR PUMP	7.99	107397
208-751.000-726.000	END OF SEASON COOKIES	MARKET HOUSE	END OF SEASON COOKIES - K-2 BASKETBALL	92.43	107417
208-751.000-726.000	K-2 BASKETBALL T-SHIRTS	URBAN GRAFFITI	K-2 BASKETBALL T-SHIRTS	555.00	107449
208-751.000-726.000	3-6 GRADE BASKETBALL UNIFORMS	URBAN GRAFFITI	3-6 GRADE BASKETBALL UNIFORMS	4,816.25	107449

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Fund 208 RECREATION FUND					
Dept 751.000 RECREATION DEPARTMENT					
Total For Dept 751.000 RECREATION DEPARTMENT				6,874.03	
Total For Fund 208 RECREATION FUND				6,874.03	
Fund 244 ECONOMIC DEVELOPMENT CORP FUND					
Dept 728.000 ECONOMIC DEVELOPMENT					
244-728.000-970.000	WAYFINDING SIGNS	VALLEY CITY SIGN COMPANY	WAYFINDING SIGNS 2023	29,226.00	107451
Total For Dept 728.000 ECONOMIC DEVELOPMENT				29,226.00	
Total For Fund 244 ECONOMIC DEVELOPMENT CORP FUND				29,226.00	
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	CHILDRENS SUPPLIES & OFFICE SUPPLIES	19.96	107371
271-790.000-726.000	AEROSOL DISPENSER	AMAZON CAPITAL SERVICES, I	SHARPIE MARKERS, MECH PENCILS, AEROSOL	21.99	107371
271-790.000-726.000	TONER TN433 CYAN LIBRARY EMP PRI	AMAZON CAPITAL SERVICES, I	TONER TN433 CYAN LIBRARY EMP PRINTER	21.99	107371
271-790.000-726.000	AIR FRESHENERS	GELZER HJ & SON INC	AIR FRESHENERS	11.94	107397
271-790.000-726.000	WATER - LIBRARY	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE - LIBRARY	12.00	107401
271-790.000-801.000	LEASE PRINTER & INK CHARGE	CURRENT OFFICE SOLUTIONS	LEASE PRINTER & INK CHARGE	358.52	107386
271-790.000-801.000	LIBRARY CLEANING BR 8 TIMES/FOYE	EAST 2 WEST ENTERPRISES, I	LIBRARY CLEANING BR 8 TIMES/FOYER	400.00	107389
271-790.000-801.000	LIBRARY BR CLEANING 9 TIMES & FO	EAST 2 WEST ENTERPRISES, I	LIBRARY BR CLEANING 9 TIMES & FOYER	445.00	107389
271-790.000-802.000	SONIT NET ADMIN OCTOBER 2023	SONIT SYSTEMS, LLC	SONIT NET ADMIN OCTOBER 2023	345.00	107438
271-790.000-850.000	TELEPHONE - LIBRARY	ACD.NET	TELEPHONE - LIBRARY	48.49	107369
271-790.000-850.000	ETHERFAX NOVEMBER 2023	BSB COMMUNICATIONS INC	ETHERFAX NOVEMBER 2023	56.00	107378
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	17.34	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	164.20	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	17.90	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	17.87	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	17.55	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	67.45	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	16.45	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	16.63	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	31.32	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	50.45	107408
271-790.000-982.000	BOOKS - ADULT	INGRAM INDUSTRIES INC.	BOOKS	116.48	107408
Total For Dept 790.000 LIBRARY				2,274.53	
Dept 792.000 LIBRARY - CHILDREN'S AREA					
271-792.000-726.000	CHILDREN SUPPLIES	AMAZON CAPITAL SERVICES, I	CHILDRENS SUPPLIES & OFFICE SUPPLIES	20.26	107371
271-792.000-726.000	CHILDREN SUPPLIES	AMAZON CAPITAL SERVICES, I	HAPPY/SAD STICKERS	6.29	107371
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	40.62	107408
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	21.51	107408
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	11.84	107408
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	13.07	107408
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	10.74	107408
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	10.94	107408
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	10.74	107408
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	42.28	107408
271-792.000-982.000	BOOKS - CHILDREN	INGRAM INDUSTRIES INC.	BOOKS	23.91	107408
Total For Dept 792.000 LIBRARY - CHILDREN'S AREA				212.20	
Total For Fund 271 LIBRARY FUND				2,486.73	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
EXP CHECK RUN DATES 11/16/2023 - 11/16/2023
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 287 ARPA GRANT FUND					
Dept 900.000 CAPITAL OUTLAY					
287-900.000-970.000-215027	CAPITAL OUTLAY- WILLOW & OAK STO	HILLSDALE CO REGISTER OF IWILLOW/OAK STORM AGREEMENT RECORDING FE		60.00	107403
Total For Dept 900.000 CAPITAL OUTLAY				60.00	
Total For Fund 287 ARPA GRANT FUND				60.00	
Fund 481 AIRPORT IMPROVEMENT FUND					
Dept 000.000					
481-000.000-263.000	SALES TAX - OCT 2023	STATE OF MICHIGAN	SALES TAX - OCT 2023	357.99	633
481-000.000-687.300	SALES TAX - OCT 2023	STATE OF MICHIGAN	SALES TAX - OCT 2023	(1.79)	633
Total For Dept 000.000				356.20	
Dept 900.000 CAPITAL OUTLAY					
481-900.000-740.295	100LL AVIATION GASOLINE	AVFUEL CORP	100LL AVIATION GASOLINE	13,866.15	702
481-900.000-740.295	JET A FUEL	AVFUEL CORP	JET A FUEL	18,507.85	703
Total For Dept 900.000 CAPITAL OUTLAY				32,374.00	
Total For Fund 481 AIRPORT IMPROVEMENT FUND				32,730.20	
Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	TERMINATOR ELBOW - 15KV	POWERLINE SUPPLY	INVENTORY	234.20	107430
582-000.000-110.000	FUSE LINK - 8 AMP T	POWERLINE SUPPLY	INVENTORY	63.23	107430
582-000.000-110.000	POLE - 35 FOOT CLASS 4	THOMASSON COMPANY	POLE INVENTORY	12,857.00	107446
582-000.000-158.000-191006	CIP-VOLTAGE UPGRADE	SSOE, INC.	PHASE 1 UPGRADE ENG AND DESIGN SERVICES	667.00	107439
582-000.000-158.000-201009	13200/7620 25 KVA	T & R ELECTRIC SUPPLY COM	PADMOUNT TRANSFORMERS FOR INVENTORY	30,396.51	107443
582-000.000-202.100	4CCH	COBB, STEPHANIE A	UB refund for account: 011347	118.32	107383
582-000.000-202.100	6CCH	HEFFERNAN SOFT WATER	UB refund for account: 012531	659.16	107400
582-000.000-202.100	4CCH	LOCKWOOD, QUINTON J	UB refund for account: 019728	149.00	107415
582-000.000-249.100	OPERATION ROUND-UP - OCT 2023	COMMUNITY ACTION AGENCY	OPERATION ROUND-UP - OCT 2023	2,670.63	107385
582-000.000-249.100	LIEAF - 6099 OCTOBER 2023 P.A. 9	LARA - MI PUBLIC SERVICE (LIEAF - 6099 OCTOBER 2023 P.A. 95	5,344.15	107413
582-000.000-263.000	SALES TAX - OCT 2023	STATE OF MICHIGAN	SALES TAX - OCT 2023	28,273.52	633
582-000.000-692.200	SALES TAX - OCT 2023	STATE OF MICHIGAN	SALES TAX - OCT 2023	(178.37)	633
Total For Dept 000.000				81,254.35	
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	18,370.07	705
582-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, I	SUPPLIES - 45 MONROE STREET	10.50	107371
582-175.000-726.000	COPIES/CONTRACT BILLING - OCT. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - OCT. 2023	128.43	107386
582-175.000-726.000	COPY PAPER - 45 MONROE ST	CURRENT OFFICE SOLUTIONS	COPY PAPER - 45 MONROE ST	35.45	107386
582-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	WATER - OFFICE	14.50	107436
582-175.000-801.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	100.00	107369
582-175.000-801.000	COPIES/CONTRACT BILLING - OCT. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - OCT. 2023	133.97	107386
582-175.000-801.000	PRINTING/INSTERTS/POSTAGE AND HA	DELAWARE SYSTEMS	PRINTING/INSTERTS/POSTAGE AND HANDLING	1,261.04	107387
582-175.000-801.000	BPU CLEANING - ELECTRIC	EAST 2 WEST ENTERPRISES, I	BPU CLEANING-OCT 2023	130.00	107389
582-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	ERIC POTES	BPU BOARD MEETING PER DIEM- NOVEMBER 20	12.50	107392
582-175.000-801.000	CONTRACTUAL SERVICES	JONESVILLE HEALTH CARE PLI	PREVENTIVE - E. SHEFFER/R. BORDERS	200.00	107411
582-175.000-801.000	UTILITY EXCHANGE REPORT/WEB ACCE	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	72.72	107424
582-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	PETER MICHAEL BECKER	BPU BOARD MEETING PER DIEM- NOVEMBER 20	12.50	107428
582-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	PHILIP DAVID MCDOWELL	BPU BOARD MEETING PER DIEM- NOVEMBER 20	12.50	107429
582-175.000-801.000	POSTAGE MACHINE LEASE 12/05/23 - QUADIENT LEASING USA, INC		POSTAGE MACHINE LEASE 12/05/23 - 03/04/	266.99	107432
582-175.000-801.000	BPU BOARD MEETING PER DIEM-SEPT/ ROBERT J BATT		BPU BOARD MEETING PER DIEM-SEPT/OCT/NOV	37.50	107435
582-175.000-801.000	ACCOUNTING SERVICES - OCT 2023	THE WOODHILL GROUP, LLC	ACCOUNTING SERVICES - OCT 2023	2,178.87	107445
582-175.000-801.000	GASB 96 IMPLEMENATION, ARPA COMP	YEO & YEO PC	GASB 96 IMPLEMENATION, ARPA COMPLIANCE	500.00	107455

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-801.000	CREDIT CARD PROCESSING FEES - OC	INVOICE CLOUD	CREDIT CARD PROCESSING FEES - OCT 2023	190.46	632
582-175.000-802.000	MONITORS TECH SERVICES	AMAZON CAPITAL SERVICES,	1DIP TO HDMI ADAPTER CABLES	5.99	107371
582-175.000-802.000	MONITORS TECH SERVICES	AMAZON CAPITAL SERVICES,	1MONITORS TECH SERVICES	79.99	107371
582-175.000-802.000	SONIT NET ADMIN OCTOBER 2023	SONIT SYSTEMS, LLC	SONIT NET ADMIN OCTOBER 2023	366.56	107438
582-175.000-802.000	MILSOFT DISSPATCH LICENSE AND UN	MILSOFT	MILSOFT DISSPATCH LICENSE AND UNPLUGGEI	350.00	107450
582-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUBSCR	MILSOFT	IVR POOLED MONTHLY OUTAGE SUBSCRIPTION	255.64	107450
582-175.000-850.000	TELEPHONE - POWER PLANT	ACD.NET	TELEPHONE - POWER PLANT	145.47	107369
582-175.000-850.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	24.25	107369
582-175.000-850.000	ETHERFAX NOVEMBER 2023	BSB COMMUNICATIONS INC	ETHERFAX NOVEMBER 2023	28.00	107378
582-175.000-850.000	BSB SUPPORT FAILOVER ISSUE W/TEL	BSB COMMUNICATIONS INC	BSB SUPPORT FAILOVER ISSUE W/TELNET	28.87	107378
582-175.000-850.000	MONTHLY VERIZON BILL - NOV 23	VERIZON WIRELESS	MONTHLY VERIZON BILL - NOV 23	593.85	107452
582-175.000-880.000	COMMUNITY PROMOTION - OCTOBER 20	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - OCTOBER 2023	125.00	107418
582-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE ST	36.27	706
582-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE ST	30.81	707
582-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	19.89	709
Total For Dept 175.000 ADMINISTRATIVE SERVICES				25,758.59	
Dept 543.000 PRODUCTION					
582-543.000-726.000	4 HOOK ORGANIZERS	AMAZON CAPITAL SERVICES,	14 HOOK ORGANIZERS	47.98	107371
582-543.000-726.000	CRAFTSMAN MECHANIC SEAT	FAMILY FARM & HOME	CRAFTSMAN MECHANIC SEAT	19.99	107394
582-543.000-726.000	HAMMERDRILL BIT	GELZER HJ & SON INC	HAMMERDRILL BIT	6.49	107397
582-543.000-739.000	MSCPA MEMBER POWER BILLING - OCT	MICHIGAN SOUTH CENTRAL POW	MSCPA MEMBER POWER BILLING - OCT 2023	746,707.09	720
582-543.000-740.300	504504154 - 201 WATERWORKS XX -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS X	18.49	718
582-543.000-740.400	504504154 - 201 WATERWORKS XX -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS X	18.49	718
582-543.000-920.400	504504154 - 201 WATERWORKS - PP	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS	1,052.64	719
Total For Dept 543.000 PRODUCTION				747,871.17	
Dept 544.000 DISTRIBUTION					
582-544.000-726.800	LIGHT BULBS	AMAZON CAPITAL SERVICES,	1LIGHT BULBS	61.90	107371
582-544.000-726.800	CHRISTMAS LIGHTS	AMAZON CAPITAL SERVICES,	1CHRISTMAS LIGHTS	452.90	107371
582-544.000-726.800	CHRISTMAS LIGHTS	AMAZON CAPITAL SERVICES,	1CHRISTMAS LIGHTS	163.90	107371
582-544.000-726.800	HEX IMPACT DRIVER	AMAZON CAPITAL SERVICES,	1HEX IMPACT DRIVER	50.99	107371
582-544.000-726.800	RAB BRISK MINI 20W SELECT CCT	AMAZON CAPITAL SERVICES,	1RAB BRISK MINI 20W SELECT CCT	55.71	107371
582-544.000-726.800	IMPORT PIPE WRENCH 8"	AMERICAN COPPER AND BRASS,	IMPORT PIPE WRENCH 8"	10.00	107372
582-544.000-726.800	7PC HEX BIT SOCKETS 3/8" MET	FAMILY FARM & HOME	7PC HEX BIT SOCKETS 3/8" MET	19.99	107394
582-544.000-726.800	FASTENERS & ANCHORS	GELZER HJ & SON INC	FASTENERS & ANCHORS	55.39	107397
582-544.000-726.800	100Z WHT LITHIUM GREASE	GELZER HJ & SON INC	100Z WHT LITHIUM GREASE	9.99	107397
582-544.000-726.800	FILTERS FOR FURNACE	GELZER HJ & SON INC	FILTERS FOR FURNACE	20.97	107397
582-544.000-726.800	FENDER WASHER SS	GELZER HJ & SON INC	FENDER WASHER SS	46.98	107397
582-544.000-726.800	50Z ULTRA CLEAR FLX SLNT	GELZER HJ & SON INC	50Z ULTRA CLEAR FLX SLNT	9.99	107397
582-544.000-726.800	RULE TAPE HI-VIZ/PLYWOOD	JONESVILLE LUMBER	RULE TAPE HI-VIZ/PLYWOOD	107.27	107412
582-544.000-726.800	UPS PACKAGE	MARKET HOUSE	UPS PACKAGE	34.67	107417
582-544.000-726.800	INVENTORY - 1050061	POWERLINE SUPPLY	INVENTORY - 1050061	148.80	107430
582-544.000-726.800	INVENTORY-1425019	POWERLINE SUPPLY	INVENTORY-1425019	253.20	107430
582-544.000-726.800	GVD3 GLOBES BLVD	POWERLINE SUPPLY	GLASS BLVD GLOBES	1,163.96	107430
582-544.000-730.000	SPECSTAR LEVER CHAIN HOIST	AMAZON CAPITAL SERVICES,	1SPECSTAR LEVER CHAIN HOIST	62.99	107371
582-544.000-730.000	PTRS TCH 2X MOSS GREEN SPRAY/NUT	FAMILY FARM & HOME	PTRS TCH 2X MOSS GREEN SPRAY/NUTS/BOLTS	52.98	107394
582-544.000-730.000	RING TERMINAL/WIRE CUTTER/CRIMPI	GELZER HJ & SON INC	RING TERMINAL/WIRE CUTTER/CRIMPING TOOI	70.57	107397
582-544.000-730.000	14" TARP STRAP	GELZER HJ & SON INC	14" TARP STRAP	3.18	107397
582-544.000-730.000	80Z WD40 LUBRICANT/BRN CORD CONN	GELZER HJ & SON INC	80Z WD40 LUBRICANT/BRN CORD CONNECTOR	11.58	107397
582-544.000-730.000	UNIVERSAL WIRE	PERFORMANCE AUTOMOTIVE	UNIVERSAL WIRE	23.09	107427
582-544.000-730.000	ROPE 1 1/8 DIA STABLE BRAID/FREI	TEREX SERVICES	ROPE 1 1/8 DIA STABLE BRAID/FREIGHT	714.94	107444
582-544.000-740.000	FUEL & LUBRICANTS	PERFORMANCE AUTOMOTIVE	MISC	287.19	107427

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 544.000 DISTRIBUTION					
582-544.000-801.000	TESTING PR GLOVE 5KV - 19 EA	POWERLINE SUPPLY	INVENTORY	1,404.79	107430
582-544.000-930.000	10 FT GREEN 1 5/8Z1 5/8 12GA/1/2	AMERICAN COPPER AND BRASS,	10 FT GREEN 1 5/8Z1 5/8 12GA/1/2-12 STF	310.08	107372
582-544.000-930.000	6ASTR-350MCM AL/CU MECH	AMERICAN COPPER AND BRASS,	6ASTR-350MCM AL/CU MECH	5.62	107372
582-544.000-930.000	3 2AWG-600MCM MECH LUG	AMERICAN COPPER AND BRASS,	3 2AWG-600MCM MECH LUG	131.64	107372
582-544.000-930.000	120V 1800W T FIXED MOUNTING	AMERICAN COPPER AND BRASS,	120V 1800W T FIXED MOUNTING	35.93	107372
582-544.000-930.546	REPAIRS & MAINT. - SUBSTATIONS	CEM SUPPLY, INC	1/4 HP 1PH 1100RPM FAN MOTOR	1,336.76	107380
582-544.000-930.546	REPAIRS & MAINT. - SUBSTATIONS	UIS SCADA, INC.	SERVICES RENDERED AT POWERHOUSE TO SUPE	48.84	107447
582-544.000-956.000	HOTEL FOR JOSH REICHHART DURING	COMFORT INN	HOTEL FOR JOSH REICHHART DURING TRAININ	472.50	107384
Total For Dept 544.000 DISTRIBUTION				7,639.29	
Total For Fund 582 ELECTRIC FUND				862,523.40	
Fund 588 DIAL A RIDE					
Dept 596.000 DIAL-A-RIDE					
588-596.000-730.000	DART OIL FILTER	PERFORMANCE AUTOMOTIVE	OIL FILTERS FOR 39, 41 AND DART	11.46	107427
588-596.000-730.000	OIL FILTER AND AIR FILTER FOR #6	PERFORMANCE AUTOMOTIVE	OIL FILTER AND AIR FILTER FOR #64	98.80	107427
588-596.000-730.000	OIL FILTER FOR #64	PERFORMANCE AUTOMOTIVE	OIL FILTER FOR #64	48.94	107427
588-596.000-730.000	DRAG LINK RETURN FOR DART	PERFORMANCE AUTOMOTIVE	DRAG LINK RETURN FOR DART	(145.39)	107427
588-596.000-730.000	DRAG LINK FOR DART	PERFORMANCE AUTOMOTIVE	DRAG LINK FOR DART	145.39	107427
588-596.000-801.000	OCTOBER MOWING CONTRACT	BILL'S LAWN CARE, LLC	OCTOBER MOWING CONTRACT	300.00	107376
588-596.000-801.000	SCRAPERS AND MATS	CINTAS CORPORATION	SCRAPERS AND MATS	15.95	107381
588-596.000-801.000	DART ACCIDENT - JENNIFER COOK RE	HILLSDALE BUICK GMC	DART ACCIDENT - JENNIFER COOK REPAIRS	748.90	107402
588-596.000-801.000	CONTRACTUAL SERVICES	HILLSDALE COMMUNITY SCHOOI	OIL CHANGE BUS 60	260.30	107405
588-596.000-818.000	LIABILITY TRUST FUND	MICH TRANSIT POOL	LIABILITY TRUST FUND 2024-QUARTER 1	2,503.00	107420
588-596.000-818.000	ANNUAL TRUST FUND	MICH TRANSIT POOL	ANNUAL DIRECT PROPERTY DAMAGE DEPOSIT	1,543.00	107420
Total For Dept 596.000 DIAL-A-RIDE				5,530.35	
Total For Fund 588 DIAL A RIDE				5,530.35	
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-158.000-202001	SEWER LINING CONTRACT	INSITUFORM TECHNOLOGIES US	2023 SEWER LINING PROJECT - APPROVED BY	12,787.70	107409
590-000.000-158.000-215005	WESTWOOD PROJECT - SANITARY	PARRISH EXCAVATING, INC.	WESTWOOD UTILITY AND ROAD RECONSTRUCTIC	23,009.40	107426
590-000.000-158.000-215006	CIP-CDBG PROJECT	GATEHOUSE MEDIA MICHIGAN F	PAID CREDIT CARD FEE AND PD WITH CK	(14.13)	107396
590-000.000-202.100	SCCH	COBB, STEPHANIE A	UB refund for account: 011347	89.86	107383
Total For Dept 000.000				35,872.83	
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	3,784.51	705
590-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, I	SUPPLIES - 45 MONROE STREET	5.25	107371
590-175.000-726.000	COPIES/CONTRACT BILLING - OCT. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - OCT. 2023	64.23	107386
590-175.000-726.000	COPY PAPER - 45 MONROE ST	CURRENT OFFICE SOLUTIONS	COPY PAPER - 45 MONROE ST	17.72	107386
590-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	WATER - OFFICE	7.25	107436
590-175.000-801.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	50.00	107369
590-175.000-801.000	COPIES/CONTRACT BILLING - OCT. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - OCT. 2023	66.98	107386
590-175.000-801.000	PRINTING/INSTERTS/POSTAGE AND HA	DELAWARE SYSTEMS	PRINTING/INSTERTS/POSTAGE AND HANDLING	630.52	107387
590-175.000-801.000	BPU CLEANING - SEWER	EAST 2 WEST ENTERPRISES, I	BPU CLEANING-OCT 2023	65.00	107389
590-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	ERIC POTES	BPU BOARD MEETING PER DIEM- NOVEMBER 2C	6.25	107392
590-175.000-801.000	UTILITY EXCHANGE REPORT/WEB ACCE	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	36.36	107424
590-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	PETER MICHAEL BECKER	BPU BOARD MEETING PER DIEM- NOVEMBER 2C	6.25	107428
590-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	PHILIP DAVID MCDOWELL	BPU BOARD MEETING PER DIEM- NOVEMBER 2C	6.25	107429
590-175.000-801.000	POSTAGE MACHINE LEASE 12/05/23 -	QUADIENT LEASING USA, INC	POSTAGE MACHINE LEASE 12/05/23 - 03/04/	133.49	107432
590-175.000-801.000	BPU BOARD MEETING PER DIEM-SEPT/	ROBERT J BATT	BPU BOARD MEETING PER DIEM-SEPT/OCT/NOV	18.75	107435

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 SEWER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-801.000	ACCOUNTING SERVICES - OCT 2023	THE WOODHILL GROUP, LLC	ACCOUNTING SERVICES - OCT 2023	1,089.43	107445
590-175.000-801.000	GASB 96 IMPLEMENATION, ARPA COMP	YEO & YEO PC	GASB 96 IMPLEMENATION, ARPA COMPLIANCE	250.00	107455
590-175.000-801.000	CREDIT CARD PROCESSING FEES - OC	INVOICE CLOUD	CREDIT CARD PROCESSING FEES - OCT 2023	95.22	632
590-175.000-802.000	MONITORS TECH SERVICES	AMAZON CAPITAL SERVICES,	1DIP TO HDMI ADAPTER CABLES	5.99	107371
590-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES,	1REPLACEMENT SPEAKERS WATER ADMIN	7.49	107371
590-175.000-802.000	MONITORS TECH SERVICES	AMAZON CAPITAL SERVICES,	1MONITORS TECH SERVICES	40.00	107371
590-175.000-802.000	SONIT NET ADMIN OCTOBER 2023	SONIT SYSTEMS, LLC	SONIT NET ADMIN OCTOBER 2023	183.28	107438
590-175.000-802.000	MILSOFT DISSPATCH LICENSE AND UN	MILSOFT	MILSOFT DISSPATCH LICENSE AND UNPLUGGEL	175.00	107450
590-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUBSCR	MILSOFT	IVR POOLED MONTHLY OUTAGE SUBSCRIPTION	127.82	107450
590-175.000-880.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	12.12	107369
590-175.000-850.000	TELEPHONE - WWTP - 101 W GALLOWA	ACD.NET	TELEPHONE - WWTP - 101 W GALLOWAY	96.98	107369
590-175.000-850.000	ETHERFAX NOVEMBER 2023	BSB COMMUNICATIONS INC	ETHERFAX NOVEMBER 2023	14.00	107378
590-175.000-850.000	BSB SUPPORT FAILOVER ISSUE W/TEL	BSB COMMUNICATIONS INC	BSB SUPPORT FAILOVER ISSUE W/TELNET	14.44	107378
590-175.000-850.000	MONTHLY VERIZON BILL - NOV 23	VERIZON WIRELESS	MONTHLY VERIZON BILL - NOV 23	143.77	107452
590-175.000-880.000	COMMUNITY PROMOTION - OCTOBER 20	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - OCTOBER 2023	62.50	107418
590-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE ST	18.13	706
590-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE ST	15.41	707
590-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	9.95	709
590-175.000-955.588	PHYSICALS, DRUG SCREENS-MICHAEL	HILLSDALE HOSPITAL	PHYSICALS, DRUG SCREENS-MICHAEL KIERSEY	43.00	107406
Total For Dept 175.000 ADMINISTRATIVE SERVICES				7,303.34	
Dept 546.000 OPERATIONS					
590-546.000-726.800	60LB MORTAR MIX	GELZER HJ & SON INC	60LB MORTAR MIX	8.99	107397
590-546.000-730.039	HOSE KIT/PLUMBING	GELZER HJ & SON INC	HOSE KIT/PLUMBING	26.97	107397
590-546.000-920.400	504504154 - 135 BARBER ST	MICH GAS UTILITIES	NATURAL GAS UTILITY - 135 BARBER ST	35.57	711
590-546.000-930.970	TRUPER RD SHOVEL 56" FBGL HNDL	FAMILY FARM & HOME	TRUPER RD SHOVEL 56" FBGL HNDL	28.99	107394
Total For Dept 546.000 OPERATIONS				100.52	
Dept 547.000 TREATMENT					
590-547.000-726.900	FOLDERS	CURRENT OFFICE SOLUTIONS	FOLDERS	3.56	107386
590-547.000-726.900	4PK 60W A19 DL LED BULB	GELZER HJ & SON INC	4PK 60W A19 DL LED BULB	19.98	107397
590-547.000-726.900	SUPPLIES - LABORATORY	GELZER HJ & SON INC	4PK 60W A19 DL LED BULB	(8.04)	107397
590-547.000-726.900	VESSELS W/ST AND SB, 200PK/WGAMM	IDEXX LABORATORIES	VESSELS W/ST AND SB, 200PK/WGAMMA IRRAI	1,668.99	107407
590-547.000-726.900	DISTILLED WATER - WWTP	RUPERT'S CULLIGAN	DISTILLED WATER - WWTP	25.00	107436
590-547.000-801.000	GALLONS LAND APPLIED	BIOTECH AGRONOMICS	ANNUAL BIOSOLIDS DISPOSAL	50,382.90	107377
590-547.000-801.000	TESTING/ANALYSIS FOR HILLSDALE W	BIOTECH AGRONOMICS	TESTING/ANALYSIS FOR HILLSDALE WWTP	880.00	107377
590-547.000-801.000	FIRST AID SUPPLIES	CINTAS CORPORATION	FIRST AID SUPPLIES	390.08	107381
590-547.000-801.000	QUARTERLY LL HG SAMPLES	MERIT LABORATORIES	QUARTERLY LL HG SAMPLES	360.00	107419
590-547.000-920.400	504904602 - 101 W GALLOWAY	MICH GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY	885.14	708
590-547.000-920.400	505161747 - 101 W GALLOWAY MN	MICH GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY MN	360.67	712
590-547.000-920.400	504756735 - W GALLOWAY GR	MICH GAS UTILITIES	NATURAL GAS UTILITY - W GALLOWAY GR	43.40	713
590-547.000-930.000	KEY TAG W/RING/KEYS	GELZER HJ & SON INC	KEY TAG W/RING/KEYS	12.46	107397
590-547.000-930.900	1/4 IPS LEAD-FREE FULL/1/4 IPS C	AMERICAN COPPER AND BRASS,	1/4 IPS LEAD-FREE FULL/1/4 IPS CLOSE NI	8.46	107372
Total For Dept 547.000 TREATMENT				55,032.60	
Total For Fund 590 SEWER FUND				98,309.29	
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-158.000-215005	WESTWOOD PROJECT - WATER	PARRISH EXCAVATING, INC.	WESTWOOD UTILITY AND ROAD RECONSTRUCTIC	5,718.60	107426
591-000.000-158.000-215006	CIP - CDBG PROJECT	GATEHOUSE MEDIA MICHIGAN	PAID CREDIT CARD FEE AND PD WITH CK	(14.13)	107396
591-000.000-202.100	WCCH	COBB, STEPHANIE A	UB refund for account: 011347	84.25	107383

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 000.000					
Total For Dept 000.000				5,788.72	
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	3,908.12	705
591-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, I	SUPPLIES - 45 MONROE STREET	5.24	107371
591-175.000-726.000	COPIES/CONTRACT BILLING - OCT. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - OCT. 2023	64.23	107386
591-175.000-726.000	COPY PAPER - 45 MONROE ST	CURRENT OFFICE SOLUTIONS	COPY PAPER - 45 MONROE ST	17.73	107386
591-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	WATER - OFFICE	7.25	107436
591-175.000-801.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	50.00	107369
591-175.000-801.000	COPIES/CONTRACT BILLING - OCT. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - OCT. 2023	66.97	107386
591-175.000-801.000	PRINTING/INSTERTS/POSTAGE AND HA	DELAWARE SYSTEMS	PRINTING/INSTERTS/POSTAGE AND HANDLING	630.53	107387
591-175.000-801.000	BPU CLEANING - WATER	EAST 2 WEST ENTERPRISES, I	BPU CLEANING-OCT 2023	65.00	107389
591-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	ERIC POTES	BPU BOARD MEETING PER DIEM- NOVEMBER 20	6.25	107392
591-175.000-801.000	UTILITY EXCHANGE REPORT/WEB ACCE	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	36.36	107424
591-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	PETER MICHAEL BECKER	BPU BOARD MEETING PER DIEM- NOVEMBER 20	6.25	107428
591-175.000-801.000	BPU BOARD MEETING PER DIEM- NOVE	PHILIP DAVID MCDOWELL	BPU BOARD MEETING PER DIEM- NOVEMBER 20	6.25	107429
591-175.000-801.000	POSTAGE MACHINE LEASE 12/05/23 -	QUADIENT LEASING USA, INC	POSTAGE MACHINE LEASE 12/05/23 - 03/04/	133.49	107432
591-175.000-801.000	BPU BOARD MEETING PER DIEM-SEPT/	ROBERT J BATT	BPU BOARD MEETING PER DIEM-SEPT/OCT/NOV	18.75	107435
591-175.000-801.000	ACCOUNTING SERVICES - OCT 2023	THE WOODHILL GROUP, LLC	ACCOUNTING SERVICES - OCT 2023	1,089.43	107445
591-175.000-801.000	GASB 96 IMPLEMENATION, ARPA COMP	YEO & YEO PC	GASB 96 IMPLEMENATION, ARPA COMPLIANCE	250.00	107455
591-175.000-801.000	CREDIT CARD PROCESSING FEES - OC	INVOICE CLOUD	CREDIT CARD PROCESSING FEES - OCT 2023	95.22	632
591-175.000-802.000	MONITORS TECH SERVICES	AMAZON CAPITAL SERVICES, I	DP TO HDMI ADAPTER CABLES	11.99	107371
591-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES, I	REPLACEMENT SPEAKERS WATER ADMIN	7.50	107371
591-175.000-802.000	MONITORS TECH SERVICES	AMAZON CAPITAL SERVICES, I	MONITORS TECH SERVICES	40.00	107371
591-175.000-802.000	SONIT NET ADMIN OCTOBER 2023	SONIT SYSTEMS, LLC	SONIT NET ADMIN OCTOBER 2023	183.28	107438
591-175.000-802.000	MILSOFT DISSPATCH LICENSE AND UN	MILSOFT	MILSOFT DISSPATCH LICENSE AND UNPLUGGEI	175.00	107450
591-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUBSCR	MILSOFT	IVR POOLED MONTHLY OUTAGE SUBSCRIPTION	127.82	107450
591-175.000-850.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	12.12	107369
591-175.000-850.000	TELEPHONE - WTP 401 HILLSDALE ST	ACD.NET	TELEPHONE - WTP 401 HILLSDALE ST	96.98	107369
591-175.000-850.000	ETHERFAX NOVEMBER 2023	BSB COMMUNICATIONS INC	ETHERFAX NOVEMBER 2023	14.00	107378
591-175.000-850.000	BSB SUPPORT FAILOVER ISSUE W/TEL	BSB COMMUNICATIONS INC	BSB SUPPORT FAILOVER ISSUE W/TELNET	14.44	107378
591-175.000-850.000	MONTHLY VERIZON BILL - NOV 23	VERIZON WIRELESS	MONTHLY VERIZON BILL - NOV 23	143.77	107452
591-175.000-880.000	COMMUNITY PROMOTION - OCTOBER 20	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - OCTOBER 2023	62.50	107418
591-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE ST	18.13	706
591-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE ST	15.41	707
591-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	9.95	709
591-175.000-955.588	PHYSICALS, DRUG SCREENS-MICHAEL	HILLSDALE HOSPITAL	PHYSICALS, DRUG SCREENS-MICHAEL KIERSEY	43.00	107406
Total For Dept 175.000 ADMINISTRATIVE SERVICES				7,432.96	
Dept 544.000 DISTRIBUTION					
591-544.000-726.800	LONG HDL RD PT SHOVEL/LONG HDL S	GELZER HJ & SON INC	LONG HDL RD PT SHOVEL/LONG HDL SQ PT SF	34.98	107397
591-544.000-930.990	COUPLING	ETNA	COUPLING	1,782.00	107393
591-544.000-930.990	60LB CONCRETE MIX	GELZER HJ & SON INC	60LB CONCRETE MIX	33.16	107397
591-544.000-930.990	60LB CONCRETE MIX	GELZER HJ & SON INC	60LB CONCRETE MIX	49.74	107397
591-544.000-930.990	LSL REPLACEMENTS WITH RJT CONSTR	RJT CONSTRUCTION CO.	LEAD SERVICE LINE REPLACEMENTS	11,630.00	107434
591-544.000-930.990	LSL REPLACEMENTS WITH RJT CONSTR	RJT CONSTRUCTION CO.	LEAD SERVICE LINE REPLACEMENTS	570.00	107434
Total For Dept 544.000 DISTRIBUTION				14,099.88	
Dept 545.000 PURIFICATION					
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	UNIVAR SOLUTIONS USA INC	SOD HYPO 12.5% LIQUICHLOR	4,798.78	107448
591-545.000-920.400	504558065 - 401 HILLSDALE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 401 HILLSDALE	153.51	710
Total For Dept 545.000 PURIFICATION				4,952.29	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 11/16/2023 - 11/16/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Total For Fund 591 WATER FUND				32,273.85	
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 443.000 MOBILE EQUIPMENT MAINTENANCE					
640-443.000-726.000	FILE FOLDERS	AMAZON CAPITAL SERVICES, I	FILE FOLDERS	19.95	107371
640-443.000-726.000	SHARPIES, MECH PENCILS AND REFLE	AMAZON CAPITAL SERVICES, I	SHARPIE MARKERS, MECH PENCILS, AEROSOL	50.54	107371
640-443.000-726.000	FORGED STEEL WIRE CRIMPER, CUTTE	ELECTRICAL TERMINAL INC.	FORGED STEEL WIRE CRIMPER, CUTTER, STRI	47.56	107390
640-443.000-726.000	2 CYCLE OIL FOR CHAINSAW	FAMILY FARM & HOME	2 CYCLE OIL FOR CHAINSAW	19.98	107394
640-443.000-726.000	STARTER FLUID FOR SHOP	PERFORMANCE AUTOMOTIVE	STARTER FUILD AND BATTERY FOR #150	5.89	107427
640-443.000-726.000	1/2 DR SKT SHOP SUPPLIES	PERFORMANCE AUTOMOTIVE	BATT 350CCA FOR 144 AND 1/2 DR SKT SHO	9.29	107427
640-443.000-726.000	IND GAS, MEDIUM AND ACETYLENE	PURITY CYLINDER GASES, INC	IND GAS, MEDIUM AND ACETYLENE	78.38	107431
640-443.000-730.000	PIN HAIR, DOOR PROP STOP AND CHA	JACK DOHNEY COMPANIES	PIN HAIR, DOOR PROP STOP AND CHAIN FOR	14.77	107410
640-443.000-730.000	DOOR PROP WELDMENT, PIN, CHAIN	JACK DOHNEY COMPANIES	DOOR PROP WELDMENT, PIN, CHAIN	451.60	107410
640-443.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	PERFORMANCE AUTOMOTIVE	BATT CORE RETURN FOR 144	(8.00)	107427
640-443.000-730.000	OIL FILTERS FOR 39 AND 41	PERFORMANCE AUTOMOTIVE	OIL FILTERS FOR 39, 41 AND DART	97.88	107427
640-443.000-730.000	OIL FILTERS FOR 39 AND 41	PERFORMANCE AUTOMOTIVE	OIL FILTERS FOR 39 AND 41	107.90	107427
640-443.000-730.000	OIL FILTER RETURN FOR #39/#41	PERFORMANCE AUTOMOTIVE	OIL FILTER RETURN FOR #39/#41	(48.94)	107427
640-443.000-730.000	HINGE PIN #4 AND CONTOUR BLADE #	PERFORMANCE AUTOMOTIVE	HINGE PIN #4, CONTOUR BLADE #6	68.57	107427
640-443.000-730.000	BATTERY FOR 144	PERFORMANCE AUTOMOTIVE	BATT 350CCA FOR 144 AND 1/2 DR SKT SHO	70.99	107427
640-443.000-801.000	SHOP RAGS	CINTAS CORPORATION	UNIFORMS, SCRAPER, MATS AND RAGS	5.00	107381
640-443.000-801.000	SHOP RAGS	CINTAS CORPORATION	DPS UNIFORMS, SCRAPERS, MATS AND RAGS	5.00	107381
640-443.000-801.000	SHOP RAGS	CINTAS CORPORATION	DPS UNIFORMS, SCRAPERS, MATS AND RAGS	5.00	107381
640-443.000-801.000	COMPUTER DIAGNOSIS 150	PARNEY'S CAR CARE, LLC	COMPUTER DIAGNOSIS 150	73.00	107425
640-443.000-801.000	WELD/REPAIR ALUM TRAILER	WHITE'S WELDING SERVICE	WELD/REPAIR ALUM TRAILER	100.00	107454
640-443.000-920.000	505153845 - 149 WATERWORKS - RME	MICH GAS UTILITIES	NATURAL GAS UTILITY - 149 WATERWORKS	94.53	717
Total For Dept 443.000 MOBILE EQUIPMENT MAINTENANCE				1,273.89	
Total For Fund 640 REVOLVING MOBILE EQUIP. FUND				1,273.89	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
EXP CHECK RUN DATES 11/16/2023 - 11/16/2023
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	98,067.68
Fund 202 MAJOR ST./TRUNK	1,582.68
Fund 203 LOCAL STREET FUND	25,612.77
Fund 204 MUNICIPAL STREET	4,855.00
Fund 208 RECREATION FUND	6,874.03
Fund 244 ECONOMIC DEVELOPMENT	29,226.00
Fund 271 LIBRARY FUND	2,486.73
Fund 287 ARPA GRANT FUND	60.00
Fund 481 AIRPORT IMPROVEMENT	32,730.20
Fund 582 ELECTRIC FUND	862,523.40
Fund 588 DIAL A RIDE	5,530.35
Fund 590 SEWER FUND	98,309.29
Fund 591 WATER FUND	32,273.85
Fund 640 REVOLVING MOBILITY	1,273.89

Total For All Funds:	<u>1,201,405.87</u>
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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 Morrissey 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 Morrissey	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 Morrissey	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 Morrissey	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 Two, 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

CITY OF HILLSDALE FINANCE COMMITTEE

Place: City Hall Second Floor Conference Room

Date: November 20, 2023

Time: 6:30 PM

PRESENT:

COMMITTEE: Bruce Sharp, Gary Wolfram, Will Morrissey

STAFF: Scott Hephner (Police and Fire Chief), David Mackie (City Manager), Jason Blake (Director of Public Services)

PUBLIC: Chris Sumnar City Insurance Agent

BOARD OF PUBLIC UTILITIES AND CITY OF HILLSDALE ACCOUNTS PAYABLE

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE

Questions asked on Invoice Distribution Report by Finance Committee:

Fund 101

Department 000: Archive City social media posts

Department 215: Advertise public hearing

Fund 244

Department 728: Phase two of wayfinding signs

Fund 582

Department 175: Study to assure compliance with auditing standards

Department 544: Glass enclosures for neighborhood lights

Fund 588

Department 586: Insurance costs for Dial-A-Ride

Fund 590

Department 547: Mercury samples

Motioned by Morrissey and seconded by Wolfram to approve.

Motion passed 3-0.

Chris Sumnar discussed the state of the commercial insurance markets and the especially poor performance in catastrophic claims. He discussed the type of insurance that would be available for the City and that Travelers and Trident were the only carriers that responded to the City's request for quotes. He plans on having two quotes for December 18th council meeting.

Public Comment: None

Motioned by Morrisey and seconded by Wolfram to adjourn.
Motion passed 3-0.

Adjournment 6:53 PM

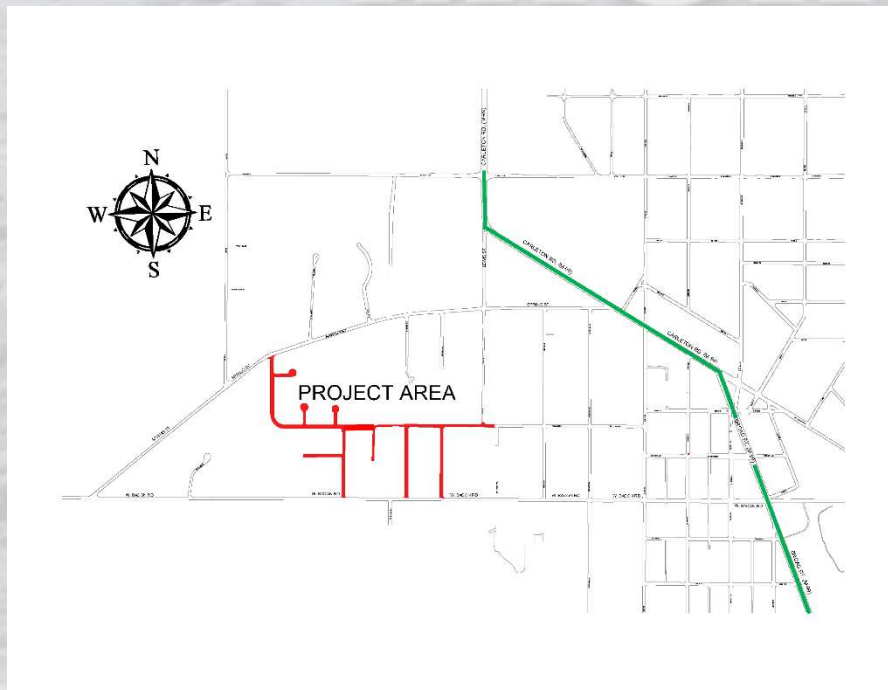
Minutes prepared by Gary Wolfram

City of Hillsdale 2024 Construction Projects

PROJECT OVERVIEWS

- Westwood Area – Utility and Road Reconstruction Project (City Local Streets)
 - Utility work includes new water mains, some new sanitary sewer, sanitary sewer lining and a new storm drain system.
 - Road work includes new curb/gutter, road base and subbase, and paving.
- Community Development Block Grant (CDBG) Project:
 - City Wide – Water Valve Replacements.
 - City Wide – Sanitary Sewer Lining.
 - Sanitary Sewer Replacements, 4 locations.
 - Lift Station and Force Main Construction.
- Small Urban Grant and Reconstruction Project (City Major Streets)
 - W. St. Joe St. (from Bacon St. to South St.) – Road reconstruction with new road base, subbase and curb & gutter.
 - W. St. Joe St. and Griswold St. (from South St. to Waterworks Ave.) – Crush, Shape and Paving project with miscellaneous curb & gutter and some culvert replacements.

City of Hillsdale Westwood Project



RED: Project Site

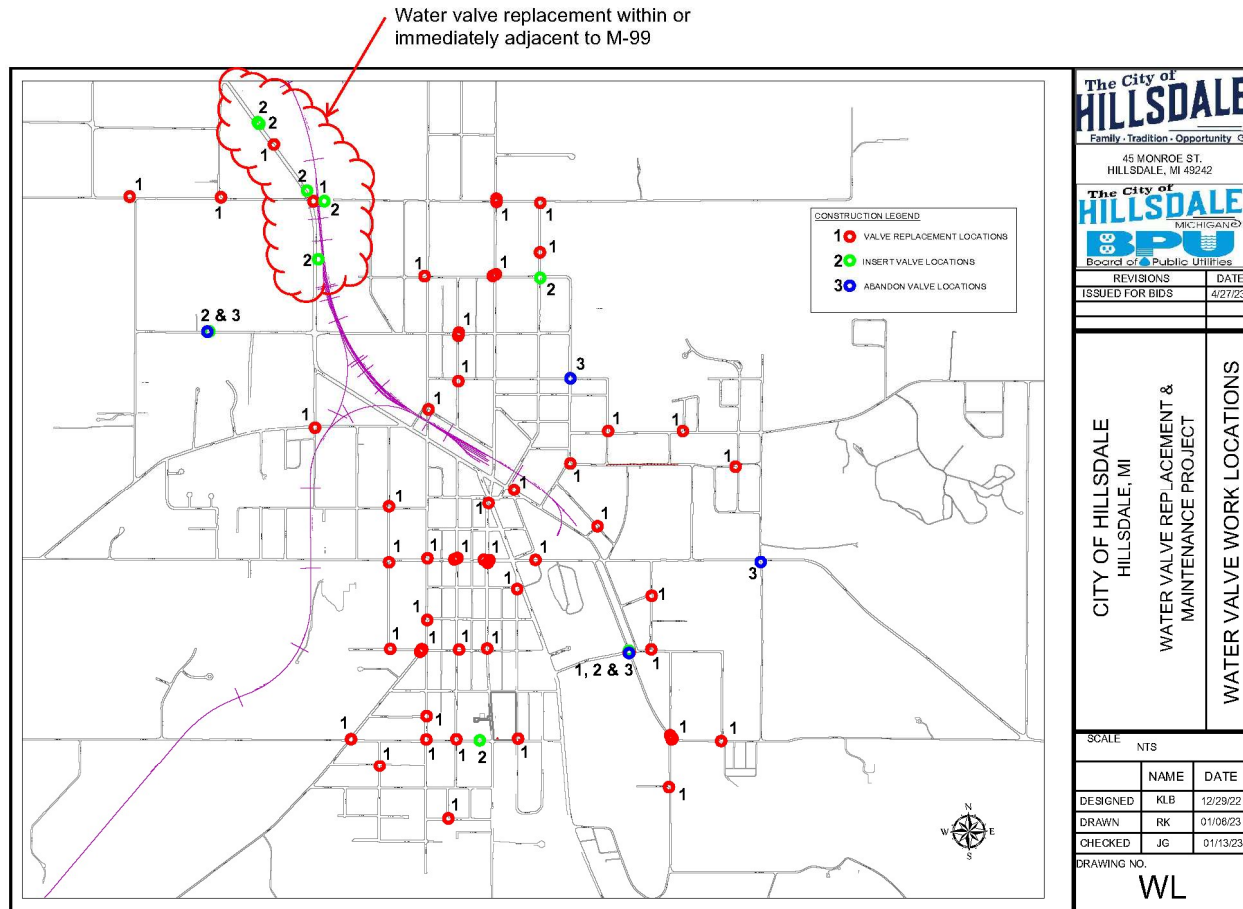
GREEN: M-99 (Carleton & Broad)

PROJECT STREETS

- Westwood Dr. – Full Extent
- Picardy Pl. – Full Extent
- Azalea Ct. – Full Extent
- Corona Cir. – Full Extent
- Sumac Dr. – Full Extent
- Scenic Dr. – Full Extent
- Westwood St. – Cold Spring Cir. to Lewis St.
- Highland Ave. – Bacon St. to Westwood St.
- Glendale Ave. – Bacon St. to Westwood St.
- Cold Springs Cir. – Full Extent

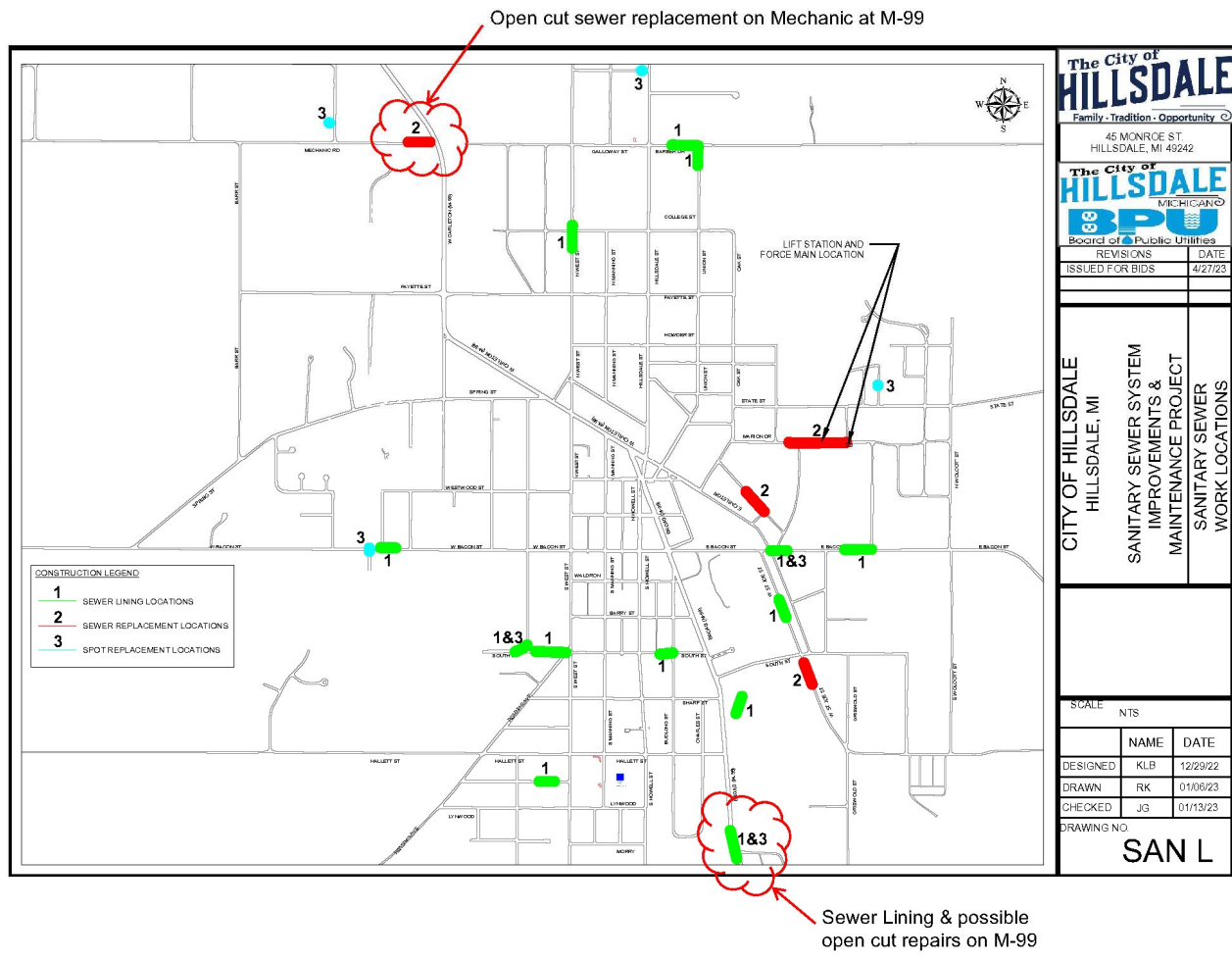
Project is anticipated to start Spring 2024 and with completion by Nov. 2024

City of Hillsdale CDBG – Water Valve Project



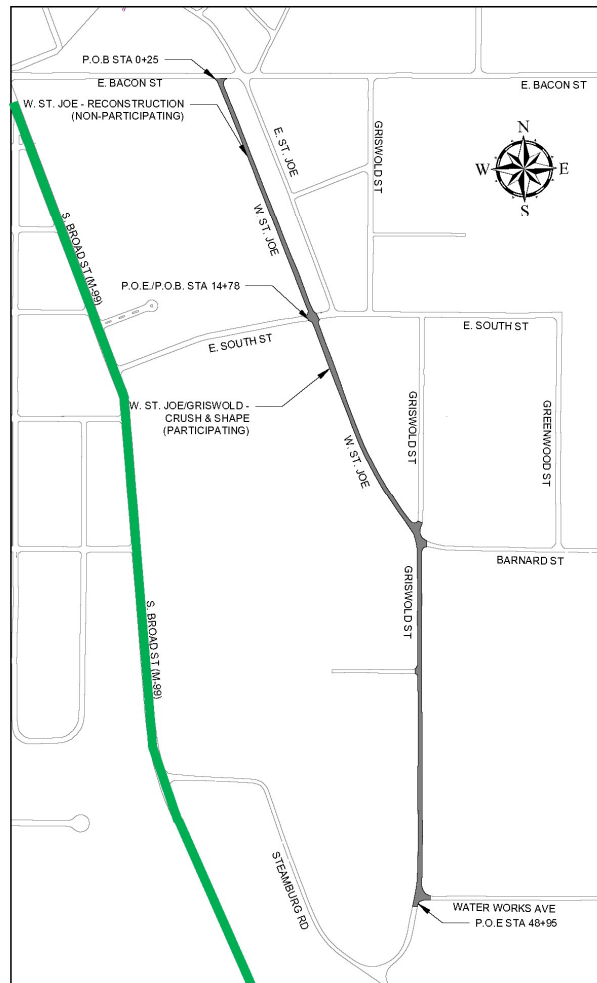
Anticipated start Spring 2024 with completion by Dec. 31, 2024

City of Hillsdale CDBG – Sanitary Project



Anticipated start Spring 2024 with completion by Dec. 31, 2024

City of Hillsdale W. St. Joe/Griswold Project



PROJECT STREETS

- W. St. Joe St. – Bacon St. to South St.
 - Reconstruction section with new curb & gutter, base and paving.
- W. St. Joe St. – South St. to Barnard St.
 - Crush, Shape and Pave Section
- Griswold St. – Barnard St. to Waterworks Ave.
 - Crush, Shape and Pave Section with new curb at Barnard and Waterworks. Culvert replacements on Griswold and at Waterworks.

Project detour will be on M-99 and permits have already been secured through MDOT.

Anticipated start date after July 8, 2024 with completion by Nov. 15, 2024

GRAY: Project Site

GREEN: M-99 – Broad St.



THE MITCHELL RESEARCH CENTER

22 N Manning St. Hillsdale MI

**Is celebrating the Holidays with an
Open House**

The volunteers would like to welcome you to stop in and
tour the Historic Mitchell Building
Saturday December 9, 2023

10 am - 2 pm

Walk through the beautiful front doors

See the display of old books for sale

Spend a little time exploring the history of Hillsdale Co.

Have a cookie or two

THE CITY OF HILLSDALE & HILLSDALE BOARD OF PUBLIC UTILITIES PRESENT

2023

Best Decorated Home & Business Contest

**Two Categories: Best Decorated Home,
Best Decorated Business**

1ST PLACE \$100, 2ND PLACE \$75, 3RD PLACE \$50

Participation is open to all BPU electric customers. You do not have to live within city limits, but to be eligible to win the utility bill credit your account must be paid to date and in good standing. One entry per BPU customer.

Submit one (1) photo of your home or business to marketing@hillsdalebpu.com by 11:59 p.m. Saturday, Dec. 16, 2023.

Community voting takes place on the BPU Facebook page starting Sunday, Dec. 17!



MARINE CORPS RESERVE



November 30, 2023

Hillsdale City Hall
97 North Broad Street
Hillsdale, Michigan 49242

Dear Toys for Tots Partner,

I would like to take this opportunity to thank you for your support of the 2023 Hillsdale County Toys for Tots campaign. We saw a 9% increase in requests for assistance this year. Your continued support, and willingness to partner with us, is deeply appreciated. It is because of partners like you that every child in our community has a gift to open on Christmas morning.

For updates, photos, and the results of the 2023 campaign, please like and follow us on Facebook at *Toys for Tots Hillsdale County, Michigan*. Thank you again and I look forward to the opportunity to partner together in 2024. I hope you have a Merry Christmas and a happy, healthy, and blessed New Year!

With sincere appreciation,

Pamela E. Bognar, Coordinator
Marine Corps Toys for Tots - Hillsdale County
7231 S. Tripp Road
Osseo, MI 49266
517-398-3851
toysfortots.hillsdale@gmail.com
Facebook: *Toys for Tots Hillsdale County, Michigan*



November 16, 2023

Mr. Dave Mackie, Manager
City of Hillsdale
97 North Broad Street
Hillsdale, MI 49242

RE: Important Information—Price Changes

Dear Mr. Mackie,

At Comcast, we are always committed to delivering the entertainment and services that matter most to our customers in Hillsdale, as well as exciting experiences they won't find anywhere else. We are also focused on making our network stronger to meet our customers' current needs and future demands. As we continue to invest in our network, products, and services, the cost of doing business rises. Rising programming costs, most notably for broadcast TV and sports, continue to be the biggest factors driving price increases. While we absorb some of these costs, these fee increases affect service pricing. As a result, starting December 18, 2023, prices for certain services and fees will be increasing, including the Broadcast TV Fee and the Regional Sports Network Fee. Please see the enclosed Customer Notice for more information.

Please feel free to contact me at 248-924-4917, if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Eric M. Woody".

Eric Woody
Manager, Government & Regulatory Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170

Enclosure

Important information regarding your Xfinity services and pricing

Effective December 18, 2023

Xfinity TV	Current	New
Choice TV Select	\$37.50	\$43.50
Choice TV Select - with TV Box (Flex upgrade)	\$47.50	\$53.50
Broadcast TV Fee	\$23.25	\$27.15
3 Premiums	\$30.00	\$32.00
4 Premiums	\$40.00	\$43.00
5 Premiums	\$50.00	\$54.00

Xfinity Internet	Current	New
Connect	\$62.00	\$65.00
Connect More	\$82.00	\$85.00
Fast	\$92.00	\$95.00
Superfast	\$102.00	\$105.00
Gigabit	\$112.00	\$115.00
Gigabit Extra	\$122.00	\$125.00

Xfinity Home	Current	New
Pro Protection	\$50.00	\$55.00
Pro Protection Plus	\$60.00	\$65.00

Adams Township, Allen Township, Cambra Township, Fayette Township, Hillsdale, Hillsdale Township

85291100 (4540,4550,4560,4570,4580,4590,4600,4610,4640,4650,4660)

P198AH24

City of Hillsdale Agenda Item Summary

Meeting Date: 12/4/2023

Agenda Item: Adoption of Ordinance

SUBJECT: Ordinance Adoption Amendments to Sections 36-431 & 36-432

BACKGROUND PROVIDED BY STAFF (Alan Beeker)

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

The Planning Commission has reviewed the amendment and held a public hearing. They recommend that Council adopt the proposed ordinance amendment.

ORDINANCE #2023-_____

AN ORDINANCE TO AMEND SECTIONS 36-431 ALONG WITH 36-432 ARTICLE I AND ARTICLE IV SUPPLEMENTAL REGULATIONS, OF CHAPTER 36 OF THE ZONING CODE OF THE CITY OF HILLSDALE

THE CITY OF HILLSDALE ORDAINS THAT:

Sec. 36-431. - Accessory buildings.

Definitions:

BUILDING-INTEGRATED SOLAR ENERGY SYSTEM: A solar energy system that is an integral part of a primary or accessory building or structure (rather than separate mechanical device), replacing or substituting for an architectural or structural component of the building or structure. Building-integrated systems include, but are not limited to, photovoltaic or hot water solar energy systems that are contained within roofing materials, windows, skylights, and awnings.

GROUND-MOUNTED SOLAR ENERGY SYSTEM: A solar energy system mounted on support posts, like a rack or pole that are attached to or rest on the ground.

MAXIMUM TILT: The maximum angle of a solar array (i.e., most vertical position) for capturing solar radiation as compared to the horizon line.

MINIMUM TILT: The minimal angle of a solar array (i.e., most horizontal position) for capturing solar radiation as compared to the horizon line.

PRINCIPAL-USE SOLAR ENERGY SYSTEM: A commercial, ground-mounted solar energy system that converts sunlight into electricity for the primary purpose of off-site use through the electrical grid or export to the wholesale market.

ROOF-MOUNTED SOLAR ENERGY SYSTEM: A solar energy system mounted on racking that is attached to or ballasted on the roof of a building or structure.

SOLAR ARRAY: A photovoltaic panel, solar thermal collector, or collection of panels or collectors in a solar energy system that collects solar radiation.

SOLAR CARPORT: A solar energy system of any size that is installed on a structure that is accessory to a parking area, and which may include electric vehicle supply equipment or energy storage facilities. Solar panels affixed on the roof of an existing carport structure are considered a Roof-Mounted SES.

SOLAR ENERGY SYSTEM (SES): A photovoltaic system or solar thermal system for generating and/or storing electricity or heat, including all above and below ground equipment or components required for the system to operate properly and to be secured to a roof surface or the ground. This includes any necessary operations and maintenance building(s), but does not include any temporary construction offices, substation(s) or other transmission facilities between the SES and the point of interconnection to the electric grid.

Accessory buildings and accessory structures shall be subject to the following regulations, which shall apply in all zone districts:

1. All accessory buildings and accessory structures are permitted in all zone districts subject to compliance with all of the following:
 - a. The accessory building and/or accessory structure is customarily and clearly incidental to a use that is permitted under this chapter and/or is a permitted use in the zone district in which it is to be located;
 - b. The accessory building and/or accessory structure does not create a nuisance or hazard; and
 - c. The accessory building and/or accessory structure meets and is in accordance with all applicable limitations, requirements and provisions of this article and the applicable zone district.
2. No accessory buildings or accessory structures shall be established until the principal use to which it is an accessory has been established or a building, placement or construction permit for the principal use has been obtained.
3. Where the accessory building is structurally attached to a main building, it shall be subject to and must conform to all yard regulations of this title, applicable to the main buildings.
4. Accessory buildings or other accessory structures shall not be erected, placed or established in any required yard, unless otherwise permitted by this chapter.
5. No detached accessory building or other accessory structure shall be located closer than ten feet to any main building or structure, unless it can conform to all other yard regulations as required for the main building or structure. It shall not be located any closer than three feet to any side or rear lot line, unless otherwise permitted by this chapter. In those instances where the rear lot line is coterminous with an alley right-of-way, the accessory building or accessory structure shall be no closer than one foot to such rear lot line. In no instance shall an accessory building or accessory structure be located within a dedicated easement right-of-way.
6. When an accessory building or accessory structure is located on a corner lot, the side lot line of which is substantially a continuation of the front lot line of the lot to its rear, the accessory building or accessory structure shall not project beyond the front line of the existing main structure on the lot in rear of such corner lot. An accessory building or accessory structure shall not be located within ten feet of a street right-of-way line.

An On-site Ground-Mounted Solar Energy System is an accessory use which shall meet the following standards:

1. Ground-Mounted SES shall not exceed 15 feet measured from the ground to the top of the system when oriented at maximum tilt. Ground mounted SES may not be placed in the front yard. Ground mounted SES shall be subject to and must conform to all yard regulations of this title, applicable to the main buildings as measured when oriented at minimum design tilt.
2. A Small Principal-Use SES is a permitted use in all zoning districts subject to site plan review and shall meet all of the following requirements:
 - a. Total height shall not exceed 15 feet measured from the ground to the top of the system when oriented at maximum tilt.

- b. Setback distance shall be measured from the property line or road right-of-way to the closest point of the solar array at minimum tilt or any SES components and as follows:
 - c. A Ground-Mounted SES shall follow the setback distance for primary buildings or structures for the district in which it is sited.
 - d. A Ground-Mounted SES is not subject to property line setbacks for common property lines of two or more participating lots, except road right-of-way setbacks shall apply.
 - e. A Small Principal-Use SES shall be secured with perimeter fencing to restrict unauthorized access. If installed, perimeter fencing shall be a maximum of 6 feet in height. Additional screening may be required upon review.
3. Roof-Mounted SES shall not exceed the combined height of the building and the roof mounted SES, when oriented at maximum tilt, for principal structures in any zoning district. A Roof-Mounted SES or Building-Integrated SES installed on a nonconforming building, structure, or use shall not be considered an expansion of the nonconformity.

All Ground mounted SES applications must include a site plan and drawings that show the height and dimensions of the SES. Applications for Roof-Mounted SES must include horizontal and vertical elevation drawings that show the location and height of the SES on the building and dimensions of the SES. All SES drawings shall include dimensions of the minimum and maximum tilt. Reflection angles for solar collectors shall be oriented such that they do not project glare onto adjacent properties. Any connection to the public utility grid shall be inspected and approved by the appropriate public utility.

All solar energy equipment shall be maintained and kept in good working order. If it is determined by the Zoning Administrator or other City Staff that a solar energy system is not being maintained, kept in good working order, or is no longer being utilized to perform its intended function for six consecutive months, the property owner shall be given 30 day notice for removal of unit and all equipment. If the solar energy system is not removed within 30 days, any person, or anyone acting in behalf of the person, violating any of the provisions of this section shall be guilty of a misdemeanor. The imposition of any sentence shall not exempt the offender from compliance with the requirements of this chapter.

AND THE CITY OF HILLSDALE FURTHER ORDAINS THAT:

Chapter 36, Article IV Supplemental Regulations, Section 36-432 of the Zoning Code of the City of Hillsdale should be and is hereby amended to read as follows:

Sec. 36-432. - Accessory buildings in residential districts.

Accessory buildings and accessory structures located in any residential zone districts shall be subject to the following regulations except as otherwise permitted in this chapter:

1. No detached accessory building or accessory structure in an R-1, RD-1, or RM-1 district shall exceed one story or 25 feet in height.

2. No accessory building or accessory structure inclusive of the main structure may exceed the required density requirements of section 36-411.
3. Playhouses, greenhouses and gazebos may not be located in side and rear yards within three feet of the property line.
4. Swimming pools shall be regulated by the Michigan Residential Building Code. Swimming pools, excepting inflatable swimming pools having a length or diameter of less than five feet and/or a depth of less than 18 inches, shall be placed in the rear yard only. Inflatable swimming pools having a length or diameter of five feet or more and/or a depth of 18 inches or more shall be located within the rear or side yards only. No hot tub or swimming pool shall be located within three feet of the property line.
5. Porches and decks must conform to all yard setback, bulk and height requirements. Construction of new porches and decks and the reconstruction of existing porches and decks shall be subject to compliance with the requirements of sections 36-411 and 36-787.
6. Game courts, as defined in section 36-6, excepting basketball hoops, are allowed within the rear and side yards only. Notwithstanding anything herein to the contrary, basketball hoops may be located in the driveway to the main residential building or to an accessory building, to an attached or detached accessory building or accessory structure. No game courts, playground or other recreational equipment may be located within three feet of the property line.
7. Garbage and trash containers are allowed in the side and rear yards only, except at designated times of pickup, during which they may be located at the property line in accordance with and subject to the provisions of chapter 28 of this Code.
8. Clothes lines, supporting poles and similar natural laundry drying equipment are allowed within the side or rear yard but shall not be located within three feet of the property line.
9. Pet shelters, pens, cages and runs are allowed only in the rear yard but shall not be located within three feet of the property line.
10. The use of semi-trailers, enclosed trailers, trucks, rail cars or vehicles as storage buildings or structures or as accessory buildings or structures is prohibited.
11. Ground-Mounted Solar Energy System shall meet the requirements listed in Sec. 36-431.
12. Roof-Mounted Solar Energy System shall meet the requirements listed in Sec. 36-431.
13. No wind generating energy system shall be permitted.

Secs. 36-438—36-460. - Reserved.

CITY OF HILLSDALE

By _____
Adam Stockford – Mayor

By: _____
Katy Price – City Clerk

Date Proposed: 09/20/2023
Date Published as Proposed: 10/26/2023
Date Passed: _____
Date Published as Passed: _____
Effective Date: _____

City of Hillsdale Agenda Item Summary

Meeting Date: December 4, 2023

Agenda Item: Old Business

SUBJECT: Leaf Collection Update.

BACKGROUND PROVIDED BY: DPS Director Jason Blake

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 1 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.

City of Hillsdale

Agenda Item Summary

Meeting Date: 12/4/2023

Agenda Item: New Business

SUBJECT: Public Hearing to Rezone 3005 W Carleton Rd.

BACKGROUND PROVIDED BY STAFF (Alan Beeker)

The owner of 3005 W Carleton Rd has 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. In order to properly notice the hearing, Council will need to schedule the public hearing for January 16, 2024.

Staff requests that Council schedule a public hearing for January 16, 2024.

City of Hillsdale Agenda Item Summary

Meeting Date: December 4, 2023

Agenda Item: New Business

SUBJECT Citizen Participation Plan Amendment (CPP) Adoption

BACKGROUND PROVIDED BY STAFF (Alan Beeker – Zoning Administrator)

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.

The Planning Commission recommends that City Council approve adoption of the amended Citizen Participation Plan.



Citizen Participation Plan

Adopted 2015
Updated 2023

Objectives

The City of Hillsdale will continue to involve the entire community as “key stakeholders” in the future development of our City.

The City of Hillsdale evaluates each project on an individual basis to determine project scope, stakeholders, project limitations, approving body, points of community impact during the decision making process, internal and external resources, and level of appropriate community involvement.

The City of Hillsdale makes information available in a timely manner to enable interested parties to be involved in decisions at various stages of the review and approval process.

The City of Hillsdale engages citizens in a transparent manner, making information easy to access for all interested members of the community.

The City of Hillsdale seeks public participation for matters involving future development of the City, such as the Master Plan and Zoning Ordinance update process.

The City of Hillsdale seeks creative ways to involve a diverse set of community stakeholders in planning, land use, and development decisions.

The City of Hillsdale uses comments and information received from interested members of the community to make decisions regarding planning, land use, and future development.

The City of Hillsdale tracks and analyzes the results of all public participation to the extent feasible and provide summaries back to the public.

The City of Hillsdale will provide for and encourage participation by persons of Low and Moderate Income (LMI) who are residents of slum or blighted areas and of areas in which funds are proposed to be used.

State & Local Regulations

- Hillsdale City Charter
- Hillsdale City Code of Ordinances
- Michigan Open Meetings Act (PA 267 of 1976)
- Michigan Planning Enabling Act (PA 33 of 2008)
- Home Rule City Act (PA 279 of 1909)
- Brownfield Redevelopment Financing Act (PA 381 of 1996)
- Tax Increment Finance Authority Act (PA 450 of 1980)
- Obsolete Property Rehabilitation Act (PA 146 of 2000)
- Section 508 of the Housing and Community Development Act of 1974, as amended
- Title I of the Housing and Community Development Act of 1974, as amended
- National Historic Preservation Act of 1966, as amended
- Neighborhood Enterprise Zone (PA 147 of 1992)
- Other applicable local, state, and federal regulation

Key Stakeholders in the City of Hillsdale

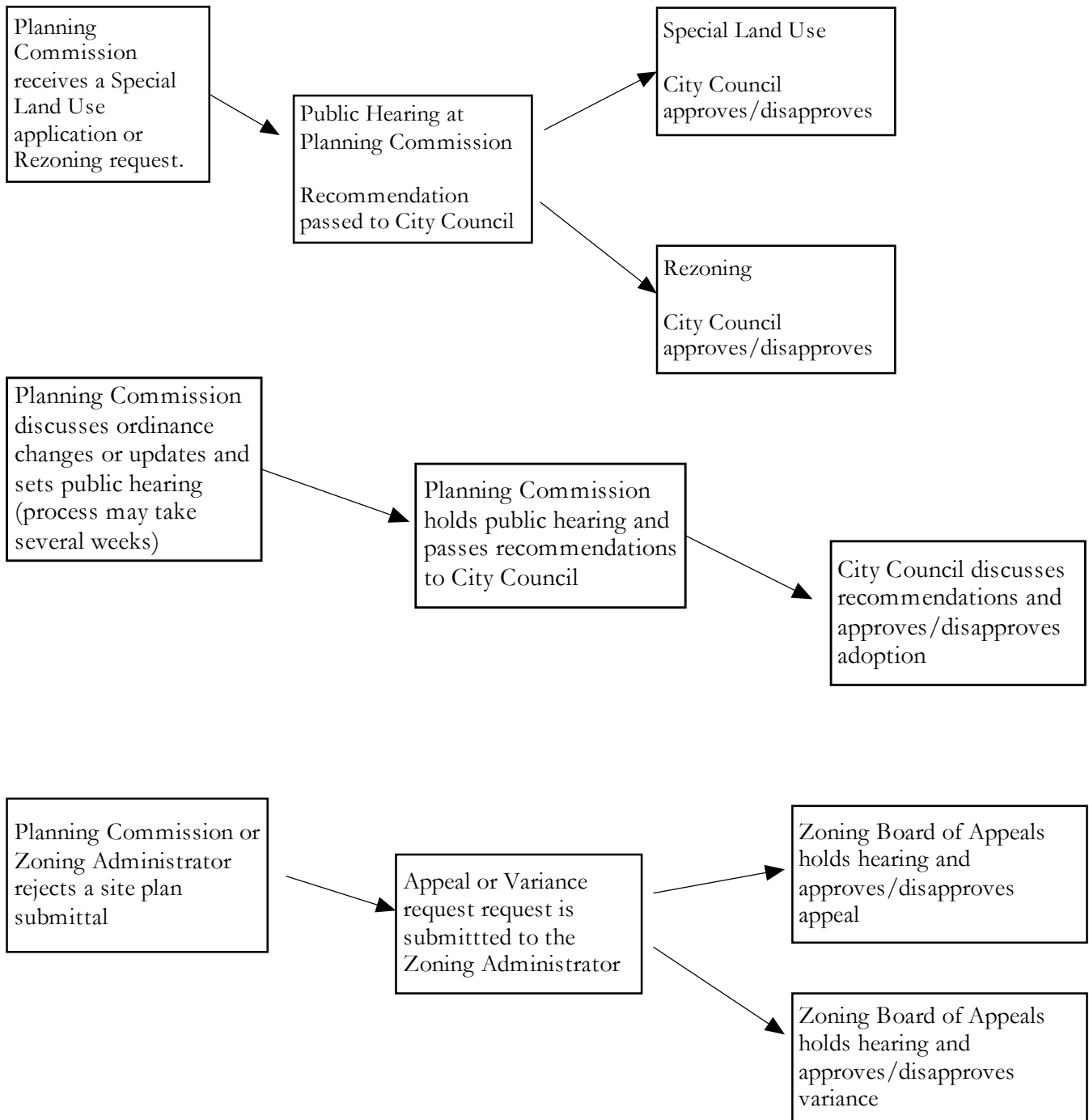
In the City of Hillsdale, each project will be evaluated on an individual basis to ensure inclusion for all stakeholders in the community. Each will vary according to the project being reviewed. Possible key stakeholders include, but are not limited to:

- Local residents
- Neighboring jurisdictions
- Michigan Department of Transportation
- Municipal employees
- Emergency personnel
- Hillsdale College
- Jackson College
- Commercial business owners and their employees
- Hillsdale Community Health Center
- Industrial facilities located in the City
- Neighborhood groups
- Board of Realtors
- Churches
- Schools
- Senior groups
- Community visitors and tourists
- Service Clubs
- Citizen Volunteer Groups
- Hillsdale County Community Foundation
- Chamber of Commerce
- Hillsdale Business Association
- City's boards and commissions

Boards/Commissions	Members
○ City Council	9
○ Airport Advisory Committee	7
○ Board of Public Utilities	5
○ Board of Review	3
○ Brownfield Redevelopment Authority	6
○ Cemetery Board	5
○ Dial-a-Ride Advisory Committee	3
○ Election Commission	3
○ Economic Development Corporation	10
○ Hospital Finance Authority	3
○ Housing Commission	5
○ International Property Maintenance Code Board	3
○ Officers Compensation	5
○ Planning Commission	7
○ Shade Tree Commission	5
○ Tax Increment Finance Authority	11
○ Zoning Board of Appeals	7
○ Library Board	5

Processes for Development

There are various times in the planning process when the City Council, the Planning Commission, and/or the Zoning Board of Appeals request public input. These processes include public hearings for rezoning of land, development of the Zoning or Sign Ordinances, the Master Plan, requested variances and Special Land Uses. The flowchart below outlines the time limits for these processes:



Development Review Bodies

The City encourages citizen participation in local government planning and policy decisions. All residents are invited to apply for appointments to City boards and commissions. Vacant positions are advertised on the City's Website at www.cityofhillsdale.org

City Council

Hillsdale's City Council is composed of nine members. The mayor and two representative from each of the four wards of the City. All City Council positions are voted in by the citizens of Hillsdale. For many processes (excluding site plan and variances) council is the final approving body.

Planning Commission

The Planning Commission is a six member body, plus one ex facto member. All full members are appointed by the Mayor for three year terms. Planning Commissioners deal with development issues in the City such as rezoning, special land uses, and site plans. They are responsible for writing the zoning and sign ordinances and updating the City's Master Plan. Many of their recommendations go before Council for final approval and adoption.

Zoning Board of Appeals (ZBA)

The Zoning Board of Appeals has five full members plus one member of Planning Commission and one member of City Council. Each member is appointed by the Mayor for a three year term. When a resident of the City cannot meet the zoning or sign ordinance requirements, an application for variance is filed with this body.

There are many other boards and committee's throughout the City. Agendas along with dates and times of meetings can be found on the Public Meeting Notice page of Hillsdale's website at www.cityofhillsdale.org. Minutes for City Council and the Planning Commission can also be found on the City website.

Open Meetings

All meetings of the City Council, and its various boards and commissions, shall be open to the public in accordance with the “Open Meetings Act,” PA 267 of 1976 as amended, except closed session meetings as provided for in the Act. Public notices for these meetings are posted on the website at www.cityofhillsdale.org and hung at City Hall (as required by the Act). The following processes require that neighbors within 300 feet of a property are personally notified:

- Rezoning of property
- Special Land Use
- Variance requests

Statutes require these processes be noticed in a newspaper of general distribution in the City as well as mailed to neighbors within 300 feet at least 15 days prior to the meeting. All meetings are held in a facility accessible to persons with disabilities, and the City provides and will provide reasonable accommodations. Individuals with disabilities requiring reasonable accommodations or services should contact the City Clerk’s Office. The City shall also provide for the reasonable needs of non-English speaking residents in the case of public hearings where a significant number of non-English speaking residents can be expected to participate.

The City shall provide for technical assistance to groups representative of persons of LMI that requests such assistance in developing proposals with the level and type of assistance to be determined by the Unit of General Local Government (UGLG).

Interested persons are encouraged to contact the City Clerk or to check the City’s Website at: www.cityofhillsdale.org in order to be kept informed of any meeting schedule, agendas, variations, or location changes. Meeting agendas and packets are available on the City’s website in advance of the meeting.

Methods for Community Participation

Each project's initial evaluation will determine the necessary level of involvement for the project. The following are methods that may be used to reach the appropriate level of public participation when taking action on land use or development applications. The City of Hillsdale will always attempt to use more than one tool or method, depending on the specific project and target audience. This list is flexible and can change based on each project's needs and circumstance.

Inform – provide information and assist public understanding

- **Website** – www.cityofhillsdale.org announces meetings, posts packets and agendas, minutes, and sometimes will contain pages or links for topics of major interest.
- **Newspaper** – The Hillsdale Daily News is the City of Hillsdale's newspaper. New editions are available Tuesday through Saturday.
- **Internet** – City Council meetings are podcast on the local City website via Livestream
- **Printed postings** – Available for viewing at the City Hall lobby board.
- **Announcements** – Announcements during meetings of the City Council, Planning Commission and other boards and commissions.
- **Postal mail** – Postal mailings to neighbors within 300 feet, according to statute.

Consult – obtain public feedback

- **Social Media** – The City currently uses Facebook to announce street closures, storm news, etc. and may also use Facebook to notify the community of meetings.
- **Surveys** – Utilizing online and paper surveys allows for the collection of large amounts of data and opinions from the public.
- **Public Hearings** – Public attendance at meetings is strongly supported and allows for an appropriate venue for public input.

Involve – work directly with public throughout the process

- **Open Houses** – In order to create two-way communication, the City will hold open house events for projects and initiatives as needed.
- **Community workshops** – Issues that require community feedback can benefit from a noticed workshop.
- **Charrettes** – Multiple day design charrettes and information gathering sessions allow a larger group of people to participate in the community engagement activity.

Collaborate – partner with public in each aspect of decision making

- **Focus Groups** – Bringing together stakeholders to discuss and brainstorm decision making options.

Communicating Results

The City of Hillsdale will publicly communicate all results of community input on planning and development issues. The City will utilize one or more of the "Inform" methods to relay results back to the public. The City shall follow the Fair Housing policy adopted by Council on March 3, 2014.

Provide for a formal written procedure that will accommodate a timely written response to written complaints and grievances, within 15 days where practicable.

Updating the Citizen Participation Plan

Like all documents, the City of Hillsdale understands that the Citizen Participation Plan will need to be reviewed and updated on a routine basis. This plan will be updated as needed, at a minimum of every five years, in conjunction with the City's Master Plan. Updates to this plan will be drafted by staff, reviewed and recommended by Planning Commission, and approved through City Council. At least one public hearing will be held during the process to gather community input and to generate new ideas.

City of Hillsdale

Agenda Item Summary

Meeting Date: 12/4/2023

Agenda Item: New Business

SUBJECT: Road Diet Traffic Study

BACKGROUND PROVIDED BY STAFF (Alan Beeker)

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.

The Zoning Administrator 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.

Staff recommends Council approve the expenditure in order to conduct the new traffic study.



Wade Trim, Inc.
25251 Northline Road • Taylor, MI 48180
734.947.9700 • www.wadetrim.com

November 1, 2023

Alan C. Beeker
Zoning Administrator
City of Hillsdale
Hillsdale, MI 49242

Re: Proposal for M-99 Road Diet and Intersection Improvements Traffic Study
City of Hillsdale, Hillsdale County, Michigan

Dear Mr. Beeker:

Thank you for the opportunity to submit this proposal to conduct a road diet study to determine whether the existing four-lane section on M-99 from North Street to Steamburg Road can be converted to a three-lane section. In addition, operational and safety analyses will be conducted at several complex intersections along M-99 (N. Broad Street) based on conceptual designs prepared by the city to better manage access and improve operations along the corridor. It is anticipated that the findings of the study will be incorporated into the MDOT design of M-99 prior to planned road construction. Based on our understanding of the tasks, the following includes a scope of services, schedule, and estimated cost to conduct this analysis.

Scope of Services

Intersection Operational and Safety Investigation

Due to the skewed roadway and multilane approaches along M-99 (N. Broad Street), safety and traffic operations along the corridor have been a concern over the years. The intersecting side streets at M-99 produces abnormally large intersection areas and adds many more decision points that drivers must identify and address. In 2016, WadeTrim conducted a traffic study to analyze operations at the intersection of M-99 and North Street/Hillsdale Street, as well as impacts of implementing a road diet for the corridor from North Street to Steamburg Road. As the traffic data from the 2016 study are older than three years and traffic patterns have changed since the Covid pandemic, an update to the road diet and comprehensive safety and operational investigation of the intersection is proposed. In addition, several other complex intersections along M-99 (N. Broad Street) will be analyzed for feasibility of closing road legs/lanes based on conceptual designs prepared by the city to better manage access and improve operations.

The investigation will include a crash analysis and safety review, and an operational analysis which compares existing traffic operations with alternative geometric improvements at the following intersections where the city has identified potential lane use changes and permanent road leg/lane closures:

- M-99 (W. Carleton Road)/E. Carleton Road and M-99 (N. Broad Street)
- M-99 (N. Broad Street), North Street, and Hillsdale Street

- M-99 (N./S. Broad Street), Bacon Street, and Cook Street
- M-99 (S. Broad Street), Budlong Street, and Waldron Street

The crash analysis will include a three-year detailed review of reported crashes at the intersection. The safety review will consist of a human-factors review and safety performance review of the intersection based on field observations. The operational review will consist of capacity analyses of existing and proposed alternatives suggested by the city that entail lane use changes and closing legs of the intersections. Concerns and comments from the city will be included in the development and evaluation of intersection design alternatives.

Road Diet

A road diet study will be conducted to determine whether the existing four-lane section on M-99 from North Street to Steamburg Road can be converted to a three-lane section. According to MDOT traffic counts from 2022, Average Daily Traffic on the study section ranges from 9,760 vehicles per day on M-99 in the downtown area to 9,325 vehicles per day to the south. As these traffic volumes are well below the 20,000 vehicle per day threshold for a road diet, it is likely that the Synchro models will find that a road diet will work and a reasonable level of service will be maintained at the major intersections. We will use Synchro to evaluate and determine the impact on delay as reducing lanes puts all traffic in a single lane which could significantly increase waiting time at the side streets.

Data Collection

This analysis will require weekday 7:00 a.m. to 9:00 a.m. and 2:00 p.m. to 6:00 p.m. peak period manual turning movement counts at five intersections for use in the intersection study and road diet analysis.

- M-99 (W. Carleton Road)/E. Carleton Road and M-99 (N. Broad Street)
- M-99 (N. Broad Street), North Street, and Hillsdale Street
- M-99 (N./S. Broad Street), Bacon Street, and Cook Street
- M-99 (S. Broad Street), Budlong Street, and Waldron Street
- M-99 (S. Broad Street) and Steamburg Road

The four intersections on M-99 from Carleton Road to Budlong Street/Waldron Road will be counted in order to analyze the impacts of lane use changes and road leg/lane closures, and the intersection at Steamburg Road will be counted in order to make a recommendation for transitioning of the road diet south of the intersection where the road tapers from a four-lane cross section to two lanes. Twenty-four hour counts are available on the MDOT website for the year 2022 and will be utilized for the purposes of this study. Other data collection will include road width and intersection geometry, as well as existing signal timing plans. The findings of the study will be summarized in Wade Trim report format.

Public Meeting

A public meeting is required prior to implementation of a road diet. Per the FHWA's Road Diet Checklist, the public meeting should invite all road users, including area residents/business owners and commuters. The scope of services includes preparation of presentation slides related to the roadway modifications, and attendance by a Wade Trim traffic engineer to present study findings at the public meeting.

Cost of Services

The basic services for the study include the above elements. Our estimated lump-sum cost for the traffic impact study is \$13,750. The scope of work doesn't include development of conceptual drawings or design work; however, if additional work is needed, we would be happy to be of service and discuss additional budget to complete the requested tasks based on the Wade Trim 2023 Transportation Services rate schedule.

Schedule

We would conduct the investigations, prepare the report, and submit an electronic file to you within four months of receiving the notice to proceed. Abnormally severe weather conditions may require a longer schedule. Wade Trim brings technically experienced, budget conscious professionals to the project that will work for and with the project team to deliver services that meet or exceed your expectations. Wade Trim strives to create long-term relationships with our clients and the communities where we work.

If you have any questions regarding the above or wish to make changes to the projected scope, please contact me at (734) 947-9700.

City of Hillsdale

Agenda Item Summary

Meeting Date: December 4, 2023

Agenda Item: New Business

SUBJECT: Application for Annual ROW (Right-of-Way) Permit from MDOT (Resolution)

BACKGROUND PROVIDED BY: DPS Director, Jason Blake

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.). Enclosed for Councils review is the "Performance Resolution for Municipalities" Upon approval this Resolution authorizes the Director of DPS, BPU and Police Chief to apply for permits for various uses throughout the year.

RECOMMENDATION:

Staff recommends that Council adopt the attached Resolution.

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
(Name of Board, etc.)

of the _____ of _____
(Name of MUNICIPALITY) (County)

at a _____ meeting held on the _____ day
of _____ A.D. _____.

Signed

Title

Print Signed Name

Signed

City Clerk _____
Title _____

Katy Price _____

City of Hillsdale

Agenda Item Summary

Meeting Date: December 4, 2023

Agenda Item: New Business

SUBJECT: Bid Award – City Hall Carpet Replacement

BACKGROUND PROVIDED BY: DPS Dir. Jason Blake / City Eng. Kristin Bauer

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.

We 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.

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt. Council Chambers</u>	<u>Alt. Conf. Room</u>
Willowbrook Interiors	\$17,434.20	+\$2,265.00	+\$998.00

Base Bid Total - \$17,434.20

Alt Bid Total - \$20,697.20

RECOMMENDATION:

\$20,000 was budget for project in the FY 23-24 budget. Staff Recommends City Council to award the alternate bid for this project to Willowbrook Interiors in the amount of \$20,697.20



WILLOWBROOK INTERIORS

483 N. Willowbrook Rd
COLDWATER, MI 49036
517-278-9889
willowbrookinteriors.com

11/13/2023

City of Hillsdale

I have recommended using carpet tiles instead of a broadlume carpet. Carpet tile has many benefits that include:

- *cuts down on waste
- *ease of maintenance
- *no delamination
- *acoustic qualities
- *antimicrobial protection
- *completely recyclable
- *no edge raveling
- *comfort under foot
- *more durable construction than broadlume

I did do a walkthrough of the proposed areas for carpet replacement. I noticed the current issues you are having like wrinkling, delamination and seams raveling. All areas would benefit from use of carpet tile. I would highly recommend the use in the Council Chambers. With the use of rolling chairs and chairs being slid on the carpet it has caused the wrinkling and delamination. With the use of carpet tile you will eliminate these issues.

The ease of removing tiles and replacing them if damaged or staining occurs is a huge benefit. The replacement can easily be done by your staff maintenance crew. With the shapes of the proposed rooms carpet tile would save on waste of product.

If there are any questions or concerns I have not covered please feel free to contact me.

Respectfully,
Wendy Gimenez
Cell: 517-425-4908
willowbrookinteriors@yahoo.com