



City Council Agenda

July 7, 2025
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 June 12, 2025: \$916,234.62
 - 2. Payroll of June 19, 2025: \$ 197,611.61
 - B. City Council Minutes of June 16, 2025
 - C. Finance Minutes of June 16, 2025
 - D. Operations & Government Minutes of June 30, 2025
 - E. Park Use Agreement – Domestic Harmony
- VI. Communications/Petitions**
 - A. ARE, Inc – Hillsdale Drop-In Center
 - B. Hillsdale County Commissioner Verbal Update – Doug Ingles
- VII. Introduction and Adoption of Ordinances/Public Hearing**
- VIII. Old Business**
- IX. New Business**
 - A. FOIA Appeal – Kayla Ward
 - B. City Manager Annual Merit Increase
 - C. 23/25 N. Broad St. Lot Sale
 - D. Rescind TCO 1981-1
- 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

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
EXP CHECK RUN DATES 06/12/2025 - 06/12/2025
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-123.000	SERVICE CONTRACT 7/1/2025 - 6/30	DOMESTIC HARMONY	SERVICE CONTRACT 7/1/2025 - 6/30/2026	7,500.00	110859
101-000.000-123.000	MEMBERSHIP RENEWAL 2025-26	MICHIGAN MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL FOR HILLSDALE CITY	6,267.00	110892
101-000.000-123.000	WORKERS' COMPENSATION FYE 2026	MML WORKERS' COMP FUND	WORKERS' COMPENSATION FYE 2026	51,220.00	110893
101-000.000-222.100	DUE TO COUNTY - TRAILER FEES	HILLSDALE CO TREASURER	TRAILER FEES	2,745.00	110875
101-000.000-231.105	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	15,942.30	1168
Total For Dept 000.000				83,674.30	
Dept 172.000 CITY MANAGER					
101-172.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	1,457.16	1168
Total For Dept 172.000 CITY MANAGER				1,457.16	
Dept 175.000 ADMINISTRATIVE SERVICES					
101-175.000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, I	ELECTROYLTE POWDER DRINK MIX	48.72	110837
101-175.000-802.000	SONIT NET ADMIN MAY 25	SONIT SYSTEMS, LLC	SONIT NET ADMIN MAY 25	250.00	110908
101-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (MAY)	163.85	110908
101-175.000-806.000	LEGAL FEES - MAY 2025	LOVINGER & THOMPSON, PC	LEGAL FEES - MAY 2025	960.00	110888
Total For Dept 175.000 ADMINISTRATIVE SERVICES				1,422.57	
Dept 215.000 CITY CLERK DEPARTMENT					
101-215.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	1,308.30	1168
101-215.000-801.000	PAPER SHREDDING SERVICE	ACCUSHRED, LLC	PAPER SHREDDING SERVICE	70.95	110831
101-215.000-801.000	ANNUAL WEB MAINTENANCE 2025	CIVICPLUS, LLC	ANNUAL WEB MAINTENANCE 2025	4,822.13	110850
101-215.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	237.27	110855
101-215.000-905.000	ORD 25-01 , ORD 25-03 PASSED FEN	GANNETT MICHIGAN LOCALIQ	ORD 25-01 , ORD 25-03 PASSED FENCES , F	254.40	110870
101-215.000-905.000	ORD 25-02 PASSED 36-411 36-412	GANNETT MICHIGAN LOCALIQ	ORD 25-02 PASSED 36-411 36-412	71.80	110870
Total For Dept 215.000 CITY CLERK DEPARTMENT				6,764.85	
Dept 253.000 CITY TREASURER					
101-253.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	171.00	1168
Total For Dept 253.000 CITY TREASURER				171.00	
Dept 257.000 ASSESSING DEPARTMENT					
101-257.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	2,009.57	1168
101-257.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	92.17	110855
101-257.000-850.000	MONTHLY VERIZON BILL - JUN 25	VERIZON WIRELESS	MONTHLY VERIZON BILL - JUN 25	20.02	110924
101-257.000-860.000	DPS-FUEL MAY 2025	WATKINS TRANSPORT INC	DPS-FUEL MAY 2025	15.98	110926
Total For Dept 257.000 ASSESSING DEPARTMENT				2,137.74	
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-726.000	WATER - CITY HALL	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	7.20	110874
101-265.000-726.000	WATER - CITY HALL	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	11.90	110874
101-265.000-801.000	BUILDINGS AND GROUNDS	BILL'S LAWN CARE, LLC	CITY WIDE MOWING CONTRACT 2024-2025	488.00	110843
101-265.000-801.000	CITY HALL-RUGS&MATS-5/29/25	CINTAS CORPORATION	CITY HALL-RUGS&MATS-5/29/25	29.67	110849
101-265.000-801.000	CITY HALL-RUGS&MATS-6/5/25	CINTAS CORPORATION	CITY HALL-RUGS&MATS-6/5/25	27.20	110849
101-265.000-801.000	CITY HALL CLEANING - MAY 2025	EAST 2 WEST ENTERPRISES, I	CITY HALL CLEANING - MAY 2025	675.00	110863
101-265.000-850.000	TELEPHONE - CITY HALL	ACD.NET	TELEPHONE - CITY HALL	57.77	110832
Total For Dept 265.000 BUILDING AND GROUNDS				1,296.74	
Dept 301.000 POLICE DEPARTMENT					
101-301.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	27,517.40	1168
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES FOR DISPATCH	174.76	110855
101-301.000-726.000	CITY PD LOCK FOR EVIDENCE LOCKER	GELZER HJ & SON INC	CITY PD LOCK FOR EVIDENCE LOCKER	14.99	110871
101-301.000-740.301	FUEL FOR POLICE FOR MAY 2025	WATKINS TRANSPORT INC	FUEL FOR POLICE FOR MAY 2025	2,369.44	110926

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 POLICE DEPARTMENT					
101-301.000-742.000	STRYKE PDU PANT- 1 PAIR JUNE	GALLS, LLC	STRYKE PANT- 1 PAIR JUNE	85.99	110869
101-301.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	39.67	110855
101-301.000-801.000	TOKEN FEE FROM 04/01/2025 TO 06/	MICH STATE POLICE	TOKEN FEE FROM 04/01/2025 TO 06/30/2025	99.00	110891
101-301.000-801.000	MAY 2025 TRU PERSON LOOKUP SEARC	TRANSUNION RISK AND ALTERM	MAY 2025 TRU PERSON LOOKUP SEARCH	75.00	110917
101-301.000-801.000	WIFI FOR POLICE AND FIRE UNITS F	VERIZON WIRELESS	WIFI FOR POLICE AND FIRE UNITS FOR JUNE	160.04	110924
101-301.000-930.000	OIL CHANGE FOR UNIT 2-5	FRANK BECK CHEVROLET CO.	OIL CHANGE FOR UNIT 2-5	67.96	110868
101-301.000-930.000	OIL CHANGE FOR 2-4	PARNEY'S CAR CARE, LLC	OIL CHANGE FOR 2-4	61.06	110895
101-301.000-930.000	UNIT 2-7 SERVICE AC UNIT AND TRA	STILLWELL FORD MERCURY, IN	UNIT 2-7 SERVICE AC UNIT AND TRANSMITTI	7,503.32	110910
Total For Dept 301.000 POLICE DEPARTMENT				38,168.63	
Dept 336.000 FIRE DEPARTMENT					
101-336.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	7,695.40	1168
101-336.000-726.000	FLAG PURCHASED FOR DEPT	FAMILY FARM & HOME	FLAG PURCHASED FOR DEPT	39.99	110865
101-336.000-726.000	CLEANING SUPPLIES FOR FIRE DEPT	HILLSDALE MARKET HOUSE, IN	CLEANING SUPPLIES FOR FIRE DEPT	13.67	110876
101-336.000-726.000	SUPPLIES FOR FIRE VEHICLE	PERFORMANCE AUTOMOTIVE	SUPPLIES FOR FIRE VEHICLE	28.18	110900
101-336.000-740.000	MAY 2025 FIRE FUEL INVOICE	WATKINS TRANSPORT INC	MAY 2025 FIRE FUEL INVOICE	340.83	110926
101-336.000-801.000	WIFI FOR POLICE AND FIRE UNITS F	VERIZON WIRELESS	WIFI FOR POLICE AND FIRE UNITS FOR JUNE	20.02	110924
101-336.000-930.000	SWITCH BUTTON REPAIR AND LABOR F	ADVANTAGE FLEET, LLC	SWITCH BUTTON REPAIR AND LABOR FOR FORI	405.99	110835
Total For Dept 336.000 FIRE DEPARTMENT				8,544.08	
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	1,939.22	1168
101-441.000-726.000	WATER - 149 WATERWORKS	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	7.20	110874
101-441.000-726.000	WATER - 149 WATERWORKS	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	17.85	110874
101-441.000-742.000	REIMBURSMENT-JEANS & HI-VIS SHIR	DAVID WHALEY	DPS-REIMBURSMENT-JEANS & HI-VIS SHIRTS	256.20	110856
101-441.000-742.000	WORK JEANS & SHIRTS	HARLIE BUMP	DPS-REIMBURSMENT-WORK JEANS & SHIRTS	219.29	110873
101-441.000-801.000	PUBLIC SERVICES	BILL'S LAWN CARE, LLC	CITY WIDE MOWING CONTRACT 2024-2025	140.00	110843
101-441.000-801.000	DPS-RUGS & MATS	CINTAS CORPORATION	DPS-RUGS-MATS-RAGS-5/29/25	35.99	110849
101-441.000-801.000	DPS-RUGS & MATS	CINTAS CORPORATION	DPS-RUGS-MATS-RAGS-6/5/25	35.99	110849
101-441.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	143.64	110855
101-441.000-850.000	MONTHLY VERIZON BILL - JUN 25	VERIZON WIRELESS	MONTHLY VERIZON BILL - JUN 25	45.90	110924
101-441.000-860.000	MAPSI MILEAGE REIMBURSMENT - 242	JASON BLAKE	TRAINING MILEAGE REIMBURSMENT - MAPSI -	169.40	110844
101-441.000-955.441	REIMBURSMENT-WORK BOOTS	ASHLEY KINSLEY	DPS-REIMBURSMENT-WORK BOOTS	139.13	110841
101-441.000-955.588	DRUG/ALCOHOL TESTING-ENGLE	CE & A PROFESSIONAL SERVIC	DRUG/ALCOHOL TESTING	67.67	110848
101-441.000-955.588	PREEMPLOYMNET DRUG SCREEN-HARLIE	CE & A PROFESSIONAL SERVIC	DPS-PREEMPLOYMNET DRUG SCREEN-HARLIE BU	56.50	110848
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				3,273.98	
Dept 567.000 CEMETERIES					
101-567.000-801.000	CONTRACTUAL SERVICES	LONSBERY, JEFFREY	CUT & TRIM:OAKGROVE-MAJOR-LOCAL-10BARRY	5,500.00	110853
101-567.000-801.000	CEMETERIES-MONTHLY PORTAPOT RENT	LAPEW SANITATION - THOMAS	PARKS/CEMETERIES-MONTHLY PORTAPOT RENTF	220.00	110883
101-567.000-801.000	REPLACEMENT VALUT-JONES-LAKEVIEW	PASCHAL BURIAL VAULT SERV	REPLACEMENT VALUT-JONES-LAKEVIEW	1,550.00	110899
Total For Dept 567.000 CEMETERIES				7,270.00	
Dept 571.000 PARKING LOTS					
101-571.000-801.000	PARKING LOTS	BILL'S LAWN CARE, LLC	CITY WIDE MOWING CONTRACT 2024-2025	1,092.00	110843
Total For Dept 571.000 PARKING LOTS				1,092.00	
Dept 595.000 AIRPORT					
101-595.000-726.000	WATER - AIRPORT	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	7.20	110874
101-595.000-801.000	MERCHANT EQUIP RENTAL BILLING	AVFUEL CORP	MERCHANT EQUIP RENTAL BILLING	20.00	1167
101-595.000-801.000	REFUELING TRUCK RENTAL BILLING	AVFUEL CORP	REFUELING TRUCK RENTAL BILLING	950.00	1167
101-595.000-850.000	TELEPHONE - AIRPORT	ACD.NET	TELEPHONE - AIRPORT	38.53	110832

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 595.000 AIRPORT					
		Total For Dept 595.000 AIRPORT		1,015.73	
Dept 701.000 PLANNING DEPARTMENT					
101-701.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	1,397.50	1168
101-701.000-726.000	OFFICE SUPPLIES	CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES	121.36	110855
101-701.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	92.17	110855
101-701.000-860.000	DPS-FUEL MAY 2025	WATKINS TRANSPORT INC	DPS-FUEL MAY 2025	1,787.73	110926
		Total For Dept 701.000 PLANNING DEPARTMENT		3,398.76	
Dept 756.000 PARKS					
101-756.000-726.000	PARKS-LATEX & NITRILE GLOVES	AMAZON CAPITAL SERVICES, I	PARKS-LATEX & NITRILE GLOVES	84.48	110837
101-756.000-726.000	F.O.D.-WELL HOUSE FUSES	AMERICAN COPPER AND BRASS,	F.O.D.-WELL HOUSE FUSES	73.14	110838
101-756.000-726.000	PARKS-STOCKS IRRIGATION-PLUGS&CL	GELZER HJ & SON INC	PARKS-STOCKS IRRIGATION-PLUGS&CLAMP	7.36	110871
101-756.000-726.000	PARKS-F.O.D.-STRAIGHT PRIVACY LE	GELZER HJ & SON INC	PARKS-F.O.D.-STRAIGHT PRIVACY LEVER	25.49	110871
101-756.000-726.000	PARKS-F.O.D.-PRIVACY LEVER	GELZER HJ & SON INC	PARKS-F.O.D.-PRIVACY LEVER	27.99	110871
101-756.000-726.000	PARKS-SANDY BEACH-PAINTING SUPPL	GELZER HJ & SON INC	PARKS-SANDY BEACH-PAINTING SUPPLIES-KEY	186.32	110871
101-756.000-726.000	PARKS-SANDY BEACH-PAINTING SUPPL	GELZER HJ & SON INC	PARKS-SANDY BEACH-PAINTING PROJECT-SANI	6.99	110871
101-756.000-726.000	PARKS-F.O.D.-TOILET SEAT	GELZER HJ & SON INC	PARKS-F.O.D.-TOILET SEAT	24.99	110871
101-756.000-726.000	PARKS-ROBUSTO CLEANER-5 GALLONS	KSS ENTERPRISES	PARKS-ROBUSTO CLEANER-5 GALLONS	74.70	110882
101-756.000-801.000	FIELD OF DREAMS WATER PUMP REPAI	AQUA FLOW TREATMENTS & PUM	FIELD OF DREAMS WATER PUMP REPAIR	5,752.76	110839
101-756.000-801.000	PARKS	BILL'S LAWN CARE, LLC	CITY WIDE MOWING CONTRACT 2024-2025	8,775.00	110843
101-756.000-801.000	PARKS-MONTHLY PORTAPOT RENTALS	LAPEW SANITATION - THOMAS	PARKS/CEMETERIES-MONTHLY PORTAPOT RENTP	1,115.00	110883
		Total For Dept 756.000 PARKS		16,154.22	
		Total For Fund 101 GENERAL FUND		175,841.76	
Fund 202 MAJOR ST./TRUNKLINE FUND					
Dept 460.000 R.O.W. MAINTENANCE					
202-460.000-726.000	CITY HALL- IRRIGATION-HOSE BARBS	GELZER HJ & SON INC	CITY HALL- IRRIGATION-HOSE BARBS	3.88	110871
202-460.000-801.000	MAJOR STREETS	BILL'S LAWN CARE, LLC	CITY WIDE MOWING CONTRACT 2024-2025	824.00	110843
		Total For Dept 460.000 R.O.W. MAINTENANCE		827.88	
Dept 460.500 TRUNKLINE R.O.W. MAINTENANCE					
202-460.500-801.000	HIGHWAY	BILL'S LAWN CARE, LLC	CITY WIDE MOWING CONTRACT 2024-2025	348.00	110843
		Total For Dept 460.500 TRUNKLINE R.O.W. MAINTENANCE		348.00	
Dept 470.000 TREES					
202-470.000-801.000	MAJOR TRIMMING - 1.5 HOURS	LONSBERRY, JEFFREY	CUT & TRIM:OAKGROVE-MAJOR-LOCAL-10BARRY	537.50	110853
		Total For Dept 470.000 TREES		537.50	
Dept 490.000 TRAFFIC					
202-490.000-726.000	STREETS-CONCRETE&MORTAR-2HILLSDA	GELZER HJ & SON INC	STREETS-CONCRETE&MORTAR-2HILLSDALE	35.16	110871
		Total For Dept 490.000 TRAFFIC		35.16	
		Total For Fund 202 MAJOR ST./TRUNKLINE FUND		1,748.54	
Fund 203 LOCAL STREET FUND					
Dept 460.000 R.O.W. MAINTENANCE					
203-460.000-801.000	LOCAL STREETS	BILL'S LAWN CARE, LLC	CITY WIDE MOWING CONTRACT 2024-2025	712.00	110843
		Total For Dept 460.000 R.O.W. MAINTENANCE		712.00	
Dept 470.000 TREES					
203-470.000-801.000	LOCAL TRIMMING - 8 HOURS	LONSBERRY, JEFFREY	CUT & TRIM:OAKGROVE-MAJOR-LOCAL-10BARRY	1,400.00	110853
		Total For Dept 470.000 TREES		1,400.00	

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Fund 203 LOCAL STREET FUND					
Dept 490.000 TRAFFIC					
203-490.000-726.000	DPS-CONCRETE-STREET SIGNS ON WAL	GELZER HJ & SON INC	DPS-CONCRETE-STREET SIGNS ON WALDRON	14.49	110871
Total For Dept 490.000 TRAFFIC				14.49	
Dept 900.000 CAPITAL OUTLAY					
203-900.000-970.000-215005	WESTWOOD PROJECT - ROAD/STORM	PARRISH EXCAVATING, INC.	WESTWOOD UTILITY AND ROAD RECONSTRUCTIO	100,560.52	110896
203-900.000-970.000-215068	MONROE ST. SAD 2025-10	RIETH-RILEY CONSTRUCTION	(MONROE ST. RECONSTRUCTION SAD 2025-10	286,303.10	110903
Total For Dept 900.000 CAPITAL OUTLAY				386,863.62	
Total For Fund 203 LOCAL STREET FUND				388,990.11	
Fund 208 RECREATION FUND					
Dept 000.000					
208-000.000-004.000	SANDY BEACH CONCESSIONS AND ADM	MICHELLE LOREN	SANDY BEACH CONCESSIONS AND ADMISSIONS	300.00	110887
Total For Dept 000.000				300.00	
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	1,541.61	1168
208-751.000-726.000	SOFTBALL UNIFORMS, COACHES SHIRT	URBAN GRAFFITI	SOFTBALL UNIFORMS, COACHES SHIRTS, VISC	4,484.55	110921
208-751.000-801.008	BASEBALL OFFICIATING	BRUCE ALAN BRITTON	BASEBALL OFFICIATING	75.00	110846
208-751.000-801.008	BASEBALL UMPIRING	JACE LENNOX	BASEBALL UMPIRING	770.00	110878
208-751.000-801.008	BASEBALL UMPIRING	JACKSON MILLER	BASEBALL UMPIRING	130.00	110879
208-751.000-801.008	BASEBALL UMPIRING	KENNETH D. PAGE	BASEBALL UMPIRING	70.00	110880
208-751.000-801.008	BASEBALL IMPIRING	LARRY OWENS	BASEBALL IMPIRING	630.00	110886
208-751.000-801.008	BASEBALL UMPIRING	TRAVIS LEE STUKEY	BASEBALL UMPIRING	1,160.00	110918
208-751.000-801.008	BASEBALL UMPIRING	TYLER TURNER	BASEBALL UMPIRING	410.00	110920
208-751.000-801.008	BASEBALL UMPIRING/FIELD GROOMING	WILLIAM J. MULLALY	BASEBALL UMPIRING/FIELD GROOMING	400.00	110927
208-751.000-801.008	BASEBALL UMPIRING	WILLIAM PEIFFER	BASEBALL UMPIRING	140.00	110928
Total For Dept 751.000 RECREATION DEPARTMENT				9,811.16	
Total For Fund 208 RECREATION FUND				10,111.16	
Fund 244 ECONOMIC DEVELOPMENT CORP FUND					
Dept 728.000 ECONOMIC DEVELOPMENT					
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	WCSR CITY SPOTLIGHT INTERVIEW	MCKIBBIN MEDIA GROUP, INC.	WCSR CITY SPOTLIGHT INTERVIEW	55.00	110890
244-728.000-801.000	JUNE 2025 TRAIN EVENT SIGNS	STOCKHOUSE CORPORATION	JUNE 2025 TRAIN EVENT SIGNS	260.00	110911
Total For Dept 728.000 ECONOMIC DEVELOPMENT				810.00	
Total For Fund 244 ECONOMIC DEVELOPMENT CORP FUND				810.00	
Fund 247 TAX INCREMENT FINANCE ATH.					
Dept 900.000 CAPITAL OUTLAY					
247-900.000-801.000	TIFA DISTRICT WEED CONTROL	HOOP LAWN & SNOW, LLC	TIFA DISTRICT WEED CONTROL	400.00	110877
247-900.000-806.000	TIFA LIQUOR LICENSE PURCHASE	ADKISON NEED ALLEN & RENTF	TIFA LIQUOR LICENSE PURCHASE	2,016.00	110834
247-900.000-930.000	DAWN THEATER ELEVATOR CERTIFICAT	STATE OF MICHIGAN	DAWN THEATER ELEVATOR CERTIFICATION	185.00	110884

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE ATH.					
Dept 900.000 CAPITAL OUTLAY					
		Total For Dept 900.000 CAPITAL OUTLAY		2,601.00	
		Total For Fund 247 TAX INCREMENT FINANCE ATH.		2,601.00	
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-726.000	WATER - LIBRARY	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	7.20	110874
271-790.000-726.000	WATER - LIBRARY	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	5.95	110874
271-790.000-801.000	MONTHLY PRINTER LEASE AND PRINTS	CURRENT OFFICE SOLUTIONS	MONTHLY PRINTER LEASE AND PRINTS	248.17	110855
271-790.000-801.000	MONTHLY BATHROOM AND FOYER CLEAN	EAST 2 WEST ENTERPRISES, I	MONTHLY BATHROOM AND FOYER CLEANING (8	400.00	110863
271-790.000-802.000	LENOVO PCS AND MONITORS 24-25	AMAZON CAPITAL SERVICES, I	LENOVO PCS AND MONITORS 24-25	3,190.16	110837
271-790.000-802.000	SONIT NET ADMIN MAY 25	SONIT SYSTEMS, LLC	SONIT NET ADMIN MAY 25	125.00	110908
271-790.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (MAY)	36.41	110908
271-790.000-850.000	TELEPHONE - LIBRARY	ACD.NET	TELEPHONE - LIBRARY	19.29	110832
271-790.000-880.000	SIMPLY HERS 1/4 PAGE	SIMPLY HERS MAGAZINE	SIMPLY HERS 1/4 PAGE	270.00	110907
		Total For Dept 790.000 LIBRARY		4,302.18	
Dept 792.000 LIBRARY - CHILDREN'S AREA					
271-792.000-726.010	POPSICLES FOR KICK OFF PARTY	AMAZON CAPITAL SERVICES, I	POPSICLES FOR KICK OFF PARTY	20.72	110837
271-792.000-726.010	CRAFT SUPPLY FOR KICK OFF PARTY	AMAZON CAPITAL SERVICES, I	CRAFT SUPPLY FOR KICK OFF PARTY	17.98	110837
271-792.000-726.010	PENCILS FOR SIGN UP BAGS	AMAZON CAPITAL SERVICES, I	PENCILS FOR SIGN UP BAGS	11.99	110837
271-792.000-726.010	RAINBOW POPSICLE HOLDERS	AMAZON CAPITAL SERVICES, I	RAINBOW POPSICLE HOLDERS	114.75	110837
271-792.000-726.792	POSTERS FOR YOUTH ROOMS UPDATE	WOODLANDS LIBRARY COOPERA	POSTERS FOR YOUTH ROOMS UPDATE	253.44	110929
		Total For Dept 792.000 LIBRARY - CHILDREN'S AREA		418.88	
		Total For Fund 271 LIBRARY FUND		4,721.06	
Fund 409 STOCK'S PARK					
Dept 000.000					
409-000.000-123.000	CONCERT IN THE PARK PERFORMANCE	ROBERT LIVINGSTON	CONCERT IN THE PARK PERFORMANCE	400.00	110933
		Total For Dept 000.000		400.00	
Dept 756.000 PARKS					
409-756.000-801.000	CONCERT IN THE PARK PERFORMANCE	RON DISALVIO	CONCERT IN THE PARK PERFORMANCE	400.00	110931
409-756.000-801.000	CONCERT IN THE PARK PERFORMANCE	REGINA HOLROYD	CONCERT IN THE PARK PERFORMANCE	400.00	110932
		Total For Dept 756.000 PARKS		800.00	
		Total For Fund 409 STOCK'S PARK		1,200.00	
Fund 481 AIRPORT IMPROVEMENT FUND					
Dept 000.000					
481-000.000-263.000	SALES TAX - MAY 2025	STATE OF MICHIGAN	SALES TAX - MAY 2025	600.45	672
481-000.000-687.300	SALES TAX - MAY 2025	STATE OF MICHIGAN	SALES TAX - MAY 2025	(3.00)	672
		Total For Dept 000.000		597.45	
Dept 900.000 CAPITAL OUTLAY					
481-900.000-740.295	FUEL & LUBRICANTS - AVIATION	AVFUEL CORP	JET-A FUEL	17,750.62	1167
481-900.000-740.295	FUEL & LUBRICANTS - AVIATION	AVFUEL CORP	AVIATION GASOLINE	17,710.95	1167
		Total For Dept 900.000 CAPITAL OUTLAY		35,461.57	
		Total For Fund 481 AIRPORT IMPROVEMENT FUND		36,059.02	
Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	VALVE BOX TOP	FERGUSON WATERWORKS	INVENTORY	1,363.40	110866

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Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	5/16X3 HYDRANT COTTER PIN	FERGUSON WATERWORKS	INVENTORY	264.00	110866
582-000.000-110.000	1-1/4X5X1-1/2 MINN CURB BOX	FERGUSON WATERWORKS	INVENTORY	1,513.00	110866
582-000.000-110.000	RED MARKING FLAGS ELEC.	POWER LINE SUPPLY	MARKING FLAGS	351.34	110901
582-000.000-110.000	SMALL LED	POWER LINE SUPPLY	INVENTORY	1,263.33	110901
582-000.000-110.000	CRIMPIT #4 TO #4 - YC4C4	POWER LINE SUPPLY	INVENTORY	2,848.35	110901
582-000.000-110.000	FUSE LINK - 8 AMP T	POWER LINE SUPPLY	INVENTORY	22.50	110901
582-000.000-158.000-215016	C.O. TO FINISH XFMR AND SWITCHGE	SSEE, INC.	CHANGE ORDER TO FINISH IND SUB PROJECT	22,332.50	110909
582-000.000-158.000-215064	ENGINEERING FOR COLLEGE FEEDER R	SSEE, INC.	HILLSDALE COLLEGE FEEDER RELOCATION 025	28,690.00	110909
582-000.000-202.100	4CCH	BRITTON, KATELYNN L	UB refund for account: 025578	88.00	110845
582-000.000-202.100	4ENBK1	CAMPBELL, PENELOPE M	UB refund for account: 023730	77.00	110847
582-000.000-202.100	4CCH	CRIPPEN, LEONOR L	UB refund for account: 030306	71.00	110854
582-000.000-202.100	4CCH	DEASY, BRENDAN	UB refund for account: 025255	193.18	110857
582-000.000-202.100	4CCH	DON HELTON	UB refund for account: 012477	64.49	110860
582-000.000-202.100	4PCA	FLANNERY, EMILY H & PATRI	UB refund for account: 020796	111.33	110867
582-000.000-202.100	4ENBK1	GINGRICH, MATTHEW J	UB refund for account: 020841	42.00	110872
582-000.000-202.100	4CCH	KREPS, ERICA M	UB refund for account: 024268	93.00	110881
582-000.000-202.100	4CCH	PARSONS, BARBRA L	UB refund for account: 013435	34.69	110897
582-000.000-202.100	4CCH	PARSONS, BARBRA L	UB refund for account: 013435	105.00	110898
582-000.000-202.100	6PCA	SANBORN, JOSHUA L	UB refund for account: 023592	64.07	110905
582-000.000-202.100	4ENBK1	TELLER, NATASHA S	UB refund for account: 026529	68.31	110912
582-000.000-202.100	4ENBK1	TO THE ESTATE OF HAROLD B	UB refund for account: 021230	114.00	110914
582-000.000-202.100	4CCH	TO THE ESTATE OF LARAE HEC	UB refund for account: 016430	557.19	110915
582-000.000-202.100	4CCH	TO THE ESTATE OF RAYMOND F	UB refund for account: 019716	48.12	110916
582-000.000-249.100	OPERATION ROUND-UP - MAY 2025	COMMUNITY ACTION AGENCY	OPERATION ROUND-UP - MAY 2025	2,669.44	110852
582-000.000-249.100	LIEAF-6099 MAY 2025 P.A. 95	LARA - MI PUBLIC SERVICE C	LIEAF-6099 MAY 2025 P.A. 95	5,306.52	110885
582-000.000-263.000	SALES TAX - MAY 2025	STATE OF MICHIGAN	SALES TAX - MAY 2025	31,770.75	672
582-000.000-692.200	SALES TAX - MAY 2025	STATE OF MICHIGAN	SALES TAX - MAY 2025	(193.86)	672
Total For Dept 000.000				99,932.65	
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	20,367.13	1168
582-175.000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, I	ELECTROLYTE POWDER DRINK MIX	48.72	110837
582-175.000-726.000	LENS CLEANING WIPES	AMAZON CAPITAL SERVICES, I	LENS CLEANING WIPES	12.49	110837
582-175.000-726.000	COPIES/CONTRACT BILLING - MAY 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - MAY 2025	100.01	110855
582-175.000-726.000	COPY PAPER - 45 MONROE STREET	CURRENT OFFICE SOLUTIONS	COPY PAPER- 45 MONROE STREET	72.00	110855
582-175.000-726.000	REFILL JUGS	HEFFERNAN SOFT WATER SERV	REFILL JUGS	10.99	110874
582-175.000-726.000	RAINX WASHER FLUID (EQUINOX)	PERFORMANCE AUTOMOTIVE	RAINX WASHER FLUID (EQUINOX)	7.29	110900
582-175.000-801.000	MAY 2025 MOWING	BAXTER LAWN AND SNOW SERV	MAY 2025 MOWING	1,237.50	110842
582-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	2.50	110849
582-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	2.50	110849
582-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	2.50	110849
582-175.000-801.000	COPIES/CONTRACT BILLING - MAY 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - MAY 2025	138.13	110855
582-175.000-801.000	PRINTING/POSTAGE AND HANDLING -	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING - MAY 202	1,417.97	110858
582-175.000-801.000	BPU CLEANING - ELECTRIC	EAST 2 WEST ENTERPRISES, I	BPU CLEANING - MAY 2025	210.00	110863
582-175.000-801.000	WEB ACCESS/UTILITY EXCHANGE - MA	ONLINE INFORMATION SERVICE	WEB ACCESS/UTILITY EXCHANGE - MAY 2025	56.44	110894
582-175.000-801.000	CREDIT CARD PROCESSING FEES - MA	INVOICE CLOUD, INC.	CREDIT CARD PROCESSING FEES - MAY 2025	225.10	671
582-175.000-802.000	SONIT NET ADMIN MAY 25	SONIT SYSTEMS, LLC	SONIT NET ADMIN MAY 25	750.00	110908
582-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (MAY)	81.94	110908
582-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUB 6-	MILSOFT	IVR POOLED MONTHLY OUTAGE SUB 6-25	258.41	110923
582-175.000-802.000	MILSOFT DISSPATCH LICENSE 6-25	MILSOFT	MILSOFT DISSPATCH LICENSE 6-25	275.63	110923
582-175.000-850.000	TELEPHONE - POWER PLANT	ACD.NET	TELEPHONE - POWER PLANT	38.53	110832
582-175.000-850.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	FIBER - 45 MONROE STREET	100.00	110832

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Fund 582 ELECTRIC FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-850.000	MONTHLY VERIZON BILL - JUN 25	VERIZON WIRELESS	MONTHLY VERIZON BILL - JUN 25	619.95	110924
582-175.000-880.000	COMMUNITY PROMOTION - APRIL 2025	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - APRIL 2025	125.00	110890
582-175.000-920.000	503214966 - 45 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	26.73	1157
582-175.000-930.000	TECH SERVICES OIL CHANGE 13471 M	ADKINS AUTOMOTIVE LLC	TECH SERVICES OIL CHANGE 13471 MILES	23.25	110833
582-175.000-970.000-215045	CAPITAL - E-LINK SWITCHES	AMAZON CAPITAL SERVICES, I	GBIC AND FIBER PATCH CABLES	318.33	110837
Total For Dept 175.000 ADMINISTRATIVE SERVICES				26,529.04	
Dept 543.000 PRODUCTION					
582-543.000-726.000	SPRAY LUBE	PERFORMANCE AUTOMOTIVE	SPRAY LUBE	16.98	110900
Total For Dept 543.000 PRODUCTION				16.98	
Dept 544.000 DISTRIBUTION					
582-544.000-726.800	HEX KEY SET	FAMILY FARM & HOME	HEX KEY SET	24.00	110865
582-544.000-730.000	REPAIR AND SERVICE BOOM	ALTEC INDUSTRIES, INC.	REPAIR AND SERVICE BOOM	729.00	110836
582-544.000-730.000	WIPER BLADES	PERFORMANCE AUTOMOTIVE	WIPER BLADES	119.23	110900
582-544.000-730.000	2 TURN LAMP KITS	PERFORMANCE AUTOMOTIVE	2 TURN LAMP KITS	40.08	110900
582-544.000-730.000	RETURN 1 TURN LAMP KIT	PERFORMANCE AUTOMOTIVE	RETURN 1 TURN LAMP KIT	(20.04)	110900
582-544.000-730.000	REPAIR DIRECTIONAL BORE MACHINE	VERMEER OF MICHIGAN, INC	REPAIR DIRECTIONAL BORE MACHINE	3,641.17	110925
582-544.000-740.000	FUEL - BPU - MAY 2025	WATKINS TRANSPORT INC	FUEL - BPU - MAY 2025	1,971.94	110926
582-544.000-801.000	DRUG/ALCOHOL TESTING-BENNET,BILD	CE & A PROFESSIONAL SERVICE	DRUG/ALCOHOL TESTING	278.01	110848
582-544.000-801.000	401 HILLSDALE STREET RENTAL -JUN	LRS, LLC	401 HILLSDALE STREET RENTAL -JUNE 2025	113.00	110889
582-544.000-920.000	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SEI	21.16	1158
582-544.000-920.000	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	27.77	1162
582-544.000-930.000	NIPPLE BUSHING LOCKNUT SCREWDRIV	AMERICAN COPPER AND BRASS,	NIPPLE BUSHING LOCKNUT SCREWDRIVER	32.44	110838
582-544.000-930.000	ZIP TIES	GELZER HJ & SON INC	ZIP TIES	7.99	110871
582-544.000-930.000	MAGNET	GELZER HJ & SON INC	MAGNET	2.99	110871
582-544.000-930.000	UPS	HILLSDALE MARKET HOUSE, I	UPS	30.39	110876
582-544.000-930.000	REPAIR INVENTORY ROOM OVERHEAD D	THE DOOR MAN	REPAIR INVENTORY ROOM OVERHEAD DOOR	75.00	110913
582-544.000-930.546	REPAIR LEAKING LTC 46-13.2KV	UTILITIES INSTRUMENTATION	REPAIR LEAKING TAP CHANGER AT PP SUB 46	29,251.00	110922
Total For Dept 544.000 DISTRIBUTION				36,345.13	
Total For Fund 582 ELECTRIC FUND				162,823.80	
Fund 588 DIAL A RIDE					
Dept 596.000 DIAL-A-RIDE					
588-596.000-730.000	DART-OIL FILTERS-8	PERFORMANCE AUTOMOTIVE	DPS & DART - BOOSTER CORE #13-LAMPS #40	46.16	110900
588-596.000-730.000	DART-BATTERY 61	PERFORMANCE AUTOMOTIVE	DART-BATTERY 61	182.99	110900
588-596.000-740.000	DART-FUEL MAY 2025	WATKINS TRANSPORT INC	DART-FUEL MAY 2025	2,346.88	110926
588-596.000-801.000	DART	BILL'S LAWN CARE, LLC	CITY WIDE MOWING CONTRACT 2024-2025	420.00	110843
588-596.000-955.588	DRUG/ALCOHOL TESTING-KAST	CE & A PROFESSIONAL SERVICE	DRUG/ALCOHOL TESTING	67.67	110848
Total For Dept 596.000 DIAL-A-RIDE				3,063.70	
Total For Fund 588 DIAL A RIDE				3,063.70	
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-202.100	SCCH	DON HELTON	UB refund for account: 012477	119.89	110860
590-000.000-202.100	SCCH	FLANNERY, EMILY H & PATRI	UB refund for account: 020796	118.46	110867
590-000.000-202.100	SBK1	PARSONS, BARBRA L	UB refund for account: 013435	34.50	110897
590-000.000-202.100	SCCH	SANBORN, JOSHUA L	UB refund for account: 023592	22.70	110905
Total For Dept 000.000				295.55	
Dept 175.000 ADMINISTRATIVE SERVICES					

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Fund 590 SEWER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	3,393.39	1168
590-175.000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, I	ELECTROYLTE POWDER DRINK MIX	48.72	110837
590-175.000-726.000	LENS CLEANING WIPES	AMAZON CAPITAL SERVICES, I	LENS CLEANING WIPES	24.98	110837
590-175.000-726.000	COPIES/CONTRACT BILLING - MAY 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - MAY 2025	49.99	110855
590-175.000-726.000	COPY PAPER - 45 MONROE STREET	CURRENT OFFICE SOLUTIONS	COPY PAPER- 45 MONROE STREET	36.00	110855
590-175.000-801.000	MAY 2025 MOWING	BAXTER LAWN AND SNOW SERV	MAY 2025 MOWING	618.75	110842
590-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	110849
590-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	110849
590-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	110849
590-175.000-801.000	COPIES/CONTRACT BILLING - MAY 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - MAY 2025	69.06	110855
590-175.000-801.000	PRINTING/POSTAGE AND HANDLING -	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING - MAY 202	708.99	110858
590-175.000-801.000	BPU CLEANING - SEWER	EAST 2 WEST ENTERPRISES, I	BPU CLEANING - MAY 2025	105.00	110863
590-175.000-801.000	WEB ACCESS/UTILITY EXCHANGE - MA	ONLINE INFORMATION SERVICE	WEB ACCESS/UTILITY EXCHANGE - MAY 2025	28.22	110894
590-175.000-801.000	CREDIT CARD PROCESSING FEES - MA	INVOICE CLOUD, INC.	CREDIT CARD PROCESSING FEES - MAY 2025	112.55	671
590-175.000-802.000	SONIT NET ADMIN MAY 25	SONIT SYSTEMS, LLC	SONIT NET ADMIN MAY 25	375.00	110908
590-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (MAY)	40.97	110908
590-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUB 6-	MILSOFT	IVR POOLED MONTHLY OUTAGE SUB 6-25	129.20	110923
590-175.000-802.000	MILSOFT DISSPATCH LICENSE 6-25	MILSOFT	MILSOFT DISSPATCH LICENSE 6-25	137.81	110923
590-175.000-850.000	TELEPHONE - WWTP 101 W GALLOWAY	ACD.NET	TELEPHONE - WWTP 101 W GALLOWAY	19.29	110832
590-175.000-850.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	FIBER - 45 MONROE STREET	50.00	110832
590-175.000-850.000	MONTHLY VERIZON BILL - JUN 25	VERIZON WIRELESS	MONTHLY VERIZON BILL - JUN 25	149.94	110924
590-175.000-880.000	COMMUNITY PROMOTION - APRIL 2025	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - APRIL 2025	62.50	110890
590-175.000-920.000	503214966 - 45 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	13.36	1157
590-175.000-930.000	TECH SERVICES OIL CHANGE 13471 M	ADKINS AUTOMOTIVE LLC	TECH SERVICES OIL CHANGE 13471 MILES	11.59	110833
590-175.000-970.000-215045	CAPITAL - E-LINK SWITCHES	AMAZON CAPITAL SERVICES, I	GBIC AND FIBER PATCH CABLES	106.11	110837
Total For Dept 175.000 ADMINISTRATIVE SERVICES				6,295.17	
Dept 546.000 OPERATIONS					
590-546.000-740.000	FUEL - BPU - MAY 2025	WATKINS TRANSPORT INC	FUEL - BPU - MAY 2025	612.08	110926
590-546.000-801.000	DRUG/ALCOHOL TESTING-WHITE,WICKH	CE & A PROFESSIONAL SERVICE	DRUG/ALCOHOL TESTING	67.67	110848
590-546.000-920.000	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	10.57	1158
590-546.000-920.000	504904602 - 101 W GALLOWAY	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY	2,316.98	1160
590-546.000-920.000	504904602 - 101 W GALLOWAY	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY DF	38.58	1161
590-546.000-920.000	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	13.89	1162
590-546.000-920.000	505161747 - 101 W GALLOWAY MN	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY MN	360.83	1163
590-546.000-920.000	504756735 - W GALLOWAY GR	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - W GALLOWAY GR	38.58	1164
590-546.000-920.000	504504154 - 135 BARBER ST	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 135 BARBER	40.07	1165
590-546.000-920.000	505161747 - 91 MARION	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 91 MARION ST	42.90	1166
590-546.000-930.980	SEWAGE REMEDIATION -12 RIVER ST	SERVEPRO OF BRANCH & SOUTH	SEWAGE REMEDIATION -12 RIVER ST	750.00	110906
590-546.000-970.000-215062	SEWER SPOT REPAIR CONTRACT	PARRISH EXCAVATING, INC.	SEWER REPAIRS- APPROVED BY BOARD/COUNCI	73,323.59	110896
Total For Dept 546.000 OPERATIONS				77,615.74	
Dept 547.000 TREATMENT					
590-547.000-726.900	POSTAGE FOR TESTING	HILLSDALE MARKET HOUSE, I	POSTAGE FOR TESTING	19.42	110876
590-547.000-726.900	POSTAGE FOR TESTING	HILLSDALE MARKET HOUSE, I	POSTAGE FOR TESTING	18.47	110876
590-547.000-727.500	FULL FACE RESPIRATORS	AMAZON CAPITAL SERVICES, I	FULL FACE RESPIRATORS	513.81	110837
590-547.000-801.000	FIRST AID KIT SERVICE	CINTAS CORPORATION	FIRST AID KIT SERVICE	228.83	110849
590-547.000-930.000	1 1/2 STRUT CLAMP FOR CONDUIT-16	AMERICAN COPPER AND BRASS, I	1 1/2 STRUT CLAMP FOR CONDUIT-16 OZ BLU	43.95	110838
590-547.000-930.000	1 1/2 CONDUIT	AMERICAN COPPER AND BRASS, I	1 1/2 CONDUIT	11.44	110838
590-547.000-930.000	MIDGEFLY COMPLETE ADDITIVE	AQUAFIX, INC.	MIDGEFLY COMPLETE ADDITIVE	6,282.69	110840
590-547.000-930.000	HD NOTCH V BELT	PERFORMANCE AUTOMOTIVE	HD NOTCH V BELT	354.32	110900
590-547.000-930.900	2 PK 9 VLT BATTERY	GELZER HJ & SON INC	2 PK 9 VLT BATTERY	13.79	110871

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
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BOTH JOURNALIZED AND UNJOURNALIZED
PAID

Page: 9/11

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 SEWER FUND					
Dept 547.000 TREATMENT					
		Total For Dept 547.000 TREATMENT		7,486.72	
		Total For Fund 590 SEWER FUND		91,693.18	
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-202.100	WBK1	DON HELTON	UB refund for account: 012477	87.70	110860
591-000.000-202.100	WCCH	FLANNERY, EMILY H & PATR	UB refund for account: 020796	82.54	110867
591-000.000-202.100	WBK1	PARSONS, BARBRA L	UB refund for account: 013435	30.81	110897
591-000.000-202.100	WCCH	SANBORN, JOSHUA L	UB refund for account: 023592	20.31	110905
		Total For Dept 000.000		221.36	
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-716.000	RETIREMENT - MAY 2025	MERS	RETIREMENT - MAY 2025	4,012.21	1168
591-175.000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, I	ELECTROLYTE POWDER DRINK MIX	48.72	110837
591-175.000-726.000	LENS CLEANING WIPES	AMAZON CAPITAL SERVICES, I	LENS CLEANING WIPES	12.49	110837
591-175.000-726.000	COPIES/CONTRACT BILLING - MAY 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - MAY 2025	49.99	110855
591-175.000-726.000	COPY PAPER - 45 MONROE STREET	CURRENT OFFICE SOLUTIONS	COPY PAPER- 45 MONROE STREET	36.00	110855
591-175.000-801.000	MAY 2025 MOWING	BAXTER LAWN AND SNOW SERV	MAY 2025 MOWING	618.75	110842
591-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	110849
591-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	110849
591-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	110849
591-175.000-801.000	COPIES/CONTRACT BILLING - MAY 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - MAY 2025	69.06	110855
591-175.000-801.000	PRINTING/POSTAGE AND HANDLING -	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING - MAY 202	708.99	110858
591-175.000-801.000	BPU CLEANING - WATER	EAST 2 WEST ENTERPRISES, I	BPU CLEANING - MAY 2025	105.00	110863
591-175.000-801.000	WEB ACCESS/UTILITY EXCHANGE - MA	ONLINE INFORMATION SERVICE	WEB ACCESS/UTILITY EXCHANGE - MAY 2025	28.22	110894
591-175.000-801.000	CREDIT CARD PROCESSING FEES - MA	INVOICE CLOUD, INC.	CREDIT CARD PROCESSING FEES - MAY 2025	112.55	671
591-175.000-802.000	SONIT NET ADMIN MAY 25	SONIT SYSTEMS, LLC	SONIT NET ADMIN MAY 25	375.00	110908
591-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (MAY)	40.97	110908
591-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUB 6-	MILSOFT	IVR POOLED MONTHLY OUTAGE SUB 6-25	129.20	110923
591-175.000-802.000	MILSOFT DISSPATCH LICENSE 6-25	MILSOFT	MILSOFT DISSPATCH LICENSE 6-25	137.81	110923
591-175.000-850.000	TELEPHONE - WTP 401 HILLSDALE ST	ACD.NET	TELEPHONE - WTP 401 HILLSDALE STREET	19.29	110832
591-175.000-850.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	FIBER - 45 MONROE STREET	50.00	110832
591-175.000-850.000	MONTHLY VERIZON BILL - JUN 25	VERIZON WIRELESS	MONTHLY VERIZON BILL - JUN 25	149.93	110924
591-175.000-880.000	COMMUNITY PROMOTION - APRIL 2025	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - APRIL 2025	62.50	110890
591-175.000-920.000	503214966 - 45 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	13.36	1157
591-175.000-930.000	TECH SERVICES OIL CHANGE 13471 M	ADKINS AUTOMOTIVE LLC	TECH SERVICES OIL CHANGE 13471 MILES	11.59	110833
591-175.000-970.000-215045	CAPITAL - E-LINK SWITCHES	AMAZON CAPITAL SERVICES, I	GBIC AND FIBER PATCH CABLES	106.11	110837
		Total For Dept 175.000 ADMINISTRATIVE SERVICES		6,901.49	
Dept 543.000 PRODUCTION					
591-543.000-740.000	FUEL - BPU - MAY 2025	WATKINS TRANSPORT INC	FUEL - BPU - MAY 2025	612.08	110926
591-543.000-801.000	DRUG/ALCOHOL TESTING-WHITE,WICKH	CE & A PROFESSIONAL SERVIC	DRUG/ALCOHOL TESTING	67.67	110848
591-543.000-920.000	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SEI	10.57	1158
591-543.000-920.000	504558065 - 401 HILLSDALE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 401 HILLSDALE	89.17	1159
591-543.000-920.000	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	13.89	1162
		Total For Dept 543.000 PRODUCTION		793.38	
Dept 544.000 DISTRIBUTION					
591-544.000-801.000	STREETS-5" HMA PATCH-BACON STREE	PARRISH EXCAVATING, INC.	STREETS-5" HMA PATCH-BACON STREET	875.50	110896
591-544.000-930.990	CONTRACTED LSL REPLACEMENTS	RJT CONSTRUCTION CO.	FYE 2025 LEAD SERVICE LINE REPLACEMENTS	9,237.50	110904
591-544.000-930.990	CONTRACTED LSL REPLACEMENTS	RJT CONSTRUCTION CO.	FYE 2025 LEAD SERVICE LINE REPLACEMENTS	7,542.50	110904
		Total For Dept 544.000 DISTRIBUTION		17,655.50	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 545.000 PURIFICATION					
591-545.000-930.000	SHOVEL	FAMILY FARM & HOME	SHOVEL	49.98	110865
		Total For Dept 545.000 PURIFICATION		49.98	
		Total For Fund 591 WATER FUND		25,621.71	
Fund 633 PUBLIC SERVICES INV. FUND					
Dept 000.000					
633-000.000-101.000	SIGN POSTS GREEN U-CHANNEL 12F	DORNBOS SIGN & SAFETY INC 12" UCHANNEL POST - 50		2,600.00	110861
633-000.000-101.000	GRAVEL - 22A	DRY MAR TRUCKING & DIRTWO18 YDS 22A WITH TRUCKING		522.00	110862
		Total For Dept 000.000		3,122.00	
		Total For Fund 633 PUBLIC SERVICES INV. FUND		3,122.00	
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 443.000 MOBILE EQUIPMENT MAINTENANCE					
640-443.000-726.000	DPS-SHOP-RAGS & FENDER COVERS	CINTAS CORPORATION	DPS-RUGS-MATS-RAGS-5/29/25	7.35	110849
640-443.000-726.000	DPS-SHOP-RAGS & FENDER COVERS	CINTAS CORPORATION	DPS-RUGS-MATS-RAGS-6/5/25	7.35	110849
640-443.000-726.000	DPS-CABLE TIES & ELCTRICAL TAPE	ELECTRICAL TERMINAL INC.	DPS-CABLE TIES & ELCTRICAL TAPE	72.08	110864
640-443.000-726.000	DPS-HEX SCREWS-FLAT WASHERS-CABL	ELECTRICAL TERMINAL INC.	DPS-HEX SCREWS-FLAT WASHERS-CABLE TIES	125.71	110864
640-443.000-726.000	DPS-HEX SCREWS & FLAT WASHERS	ELECTRICAL TERMINAL INC.	DPS-HEX SCREWS & FLAT WASHERS	79.68	110864
640-443.000-726.000	DPS-SMALL SQUARE WORK LAMPFLOOD	ELECTRICAL TERMINAL INC.	DPS-SMALL SQUARE WORK LAMPFLOOD	118.83	110864
640-443.000-726.000	DPS-SHOP-BATTERY SYRINGE	GELZER HJ & SON INC	DPS-SHOP-BATTERY SYRINGE	5.69	110871
640-443.000-726.000	DPS-SHOP-CYLINDER RENTAL-MAY 202	PURITY CYLINDER GASES, INC	DPS-SHOP-CYLINDER RENTAL-MAY 2025	81.98	110902
640-443.000-726.000	DPS-SHOP-WELDING CAPS-MAGNETIC H	TSC STORES	DPS-STRAINER #78 - SHOP SUPPLIES	35.97	110919
640-443.000-726.000	DPS-SHOP-DYNACLEAN 5 GALLONS	ZEP SALES & SERVICE	DPS-SHOP-DYNACLEAN 5 GALLONS	170.69	110930
640-443.000-730.000	DPS-MASTER CYLINDER #13	PERFORMANCE AUTOMOTIVE	DPS-MASTER CYLINDER #13	193.43	110900
640-443.000-730.000	DPS-MASTER CYLINDER RETURN & BOO	PERFORMANCE AUTOMOTIVE	DPS-MASTER CYLINDER RETURN & BOOSTER #1	6.17	110900
640-443.000-730.000	DPS-RADIATOR CAP 39-04 BPU E	PERFORMANCE AUTOMOTIVE	DPS-RADIATOR CAP 39-04 BPU E	6.69	110900
640-443.000-730.000	DPSBOOSTERCORE13-LAMPS40&42-BATT	PERFORMANCE AUTOMOTIVE	DPS & DART - BOOSTER CORE #13-LAMPS #40	250.99	110900
640-443.000-730.000	DPS-OIL/FUEL/AIR FILTERS #32	PERFORMANCE AUTOMOTIVE	DPS-OIL/FUEL/AIR FILTERS #32	86.05	110900
640-443.000-730.000	DPS-STRAINER #78	TSC STORES	DPS-STRAINER #78 - SHOP SUPPLIES	27.99	110919
640-443.000-740.000	DPS-FUEL MAY 2025	WATKINS TRANSPORT INC	DPS-FUEL MAY 2025	15.98	110926
640-443.000-801.000	DPS-BRAKES & FRONT END #11	ADKINS AUTOMOTIVE LLC	DPS-BRAKES & FRONT END #11	3,168.95	110833
		Total For Dept 443.000 MOBILE EQUIPMENT MAINTENANCE		4,461.58	
		Total For Fund 640 REVOLVING MOBILE EQUIP. FUND		4,461.58	
Fund 663 FIRE VEHICLE & EQUIPMENT FUND					
Dept 336.000 FIRE DEPARTMENT					
663-336.000-970.000	9 SAFARILAND HOLSTERS FOR GLOCK	CMP DISTRIBUTOR, INC	9 SAFARILAND HOLSTERS FOR GLOCK 17	1,606.50	110851
663-336.000-970.000	2 LEFT HANDED HOLSTERS FOR NEW D	CMP DISTRIBUTOR, INC	2 LEFT HANDED HOLSTERS FOR NEW DEPT ISS	382.00	110851
663-336.000-970.000	5 SAFARILAND HOLSTERS FOR GLOCK	CMP DISTRIBUTOR, INC	5 SAFARILAND HOLSTERS FOR GLOCK 17	892.50	110851
663-336.000-970.000	VINYL WRAP APPLIED TO 2025 CHEVR	STOCKHOUSE CORPORATION	VINYL WRAP APPLIED TO 2025 CHEVROLET TR	485.00	110911
		Total For Dept 336.000 FIRE DEPARTMENT		3,366.00	
		Total For Fund 663 FIRE VEHICLE & EQUIPMENT FUND		3,366.00	

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DB: Hillsdale		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				175,841.76	
Fund 202 MAJOR ST./TRUNK				1,748.54	
Fund 203 LOCAL STREET FUND				388,990.11	
Fund 208 RECREATION FUND				10,111.16	
Fund 244 ECONOMIC DEVELOPMENT				810.00	
Fund 247 TAX INCREMENT REVENUE				2,601.00	
Fund 271 LIBRARY FUND				4,721.06	
Fund 409 STOCK'S PARK				1,200.00	
Fund 481 AIRPORT IMPROVEMENT				36,059.02	
Fund 582 ELECTRIC FUND				162,823.80	
Fund 588 DIAL A RIDE				3,063.70	
Fund 590 SEWER FUND				91,693.18	
Fund 591 WATER FUND				25,621.71	
Fund 633 PUBLIC SERVICES				3,122.00	
Fund 640 REVOLVING MOBILITY				4,461.58	
Fund 663 FIRE VEHICLE & EQUIPMENT				3,366.00	
Total For All Funds:				<hr/> 916,234.62	

CITY COUNCIL MINUTES

City of Hillsdale
June 16, 2025
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

City Clerk Katy Price opened the meeting with the Pledge of Allegiance.

Roll Call

City Clerk Price called the meeting to order and took roll call.

Council Members present:	R Greg Stuchell, Ward 1
	Jacob Bruns, Ward 1
	William Morrissey, Ward 2
	Matthew Bentley, Ward 2
	Gary Wolfram, Ward 3
	Bob Flynn, Ward 3
	Robert Socha, Ward 4

Council Members absent:	Joshua Paladino, Ward 4 Mayor Pro Tem
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Also Present: David Mackie (City Manager), Attorney Jack Lovinger, Katy Price (City Clerk), Jason Blake (DPS Director), Brandon Janes (IT Dept.), Jake Hammel (Electrical Superintendent), Cindy Pratt, Nancy McCarty, Debi Taylor, Karen Leese, CJ Toncray, Howard Spence, Stephanie Scott, Eric Moore, Jill Hardway, Paul Rale, Melissa DesJardin, Chris Parks, JoJo Enon, Andrew Gelzer, Matt Gelzer, Adam Bentley, Zech Steiger, John Novok, Jessica Hurley Fawley, Richard Smith, Jacquelyn Snook, Mark Nichols, Melissa Conklin, Scott Sessions, Luke Robson, Colm Manes, Cathy Kelemen, Lori Boyd, Janice Plummer, Michelle Blanchi and Isaac Kirshner.

Motion by Councilman Bentley, support by Councilman Socha, to appoint Councilman Flynn to the Mayor's seat and chair the council meeting in Mayor Pro Tem Paladino's absence.

Voice vote, approved unanimously.

Approval of Agenda

City Manager Mackie requested a New Business item C. Love Inc. Charitable License request and Communication item D. FOIA Appeal – Kayla Ward.

Councilman Socha stated Council received letters from Missy DesJardin regarding Camp Hope, Brent Leininger in opposition of Road Diet and a letter from Eric Moore supporting the Road Diet.

Motion by Councilman Socha, support by Councilman Morrissey, to amend the items to the agenda.

Voice vote, approved unanimously.

Public Comment

Melissa DesJardin, 190 Rea St., commented on Camp Hope and Public Safety meeting.

Josiah Lippincott, Paul Rale, Jill Hardway, CJ Toncray, Zech Steiger, Nick Lopresto commented on Road Diet Plan and are not in favor of the plan.

Luke Robson, in support of Road Diet Plan he gave brief background of process of Road Diet through TIFA Board and the Planning Commission over the years.

Eric Moore, ward one, downtown business owner commented on Substack article by Councilmember Bentley. Moore is in favor of the Road Diet Plan.

Adam Bentley, ward two, is in opposition of the Road Diet Plan and shared his views of Ann

Arbor's street infrastructure and their bike lanes.

Cindy Pratt, 41 Applerun Ln, commented on condition of Camp Hope and Applerun issues with rats and other concerns.

Karen Leese, 64 Applerun Ln, commented on Camp Hope and homelessness. Leese shared issues seen with the homeless.

Howard Spence, 61 Applerun Ln, commented on his negative experience at the apartments with the homeless at Camp Hope.

John Novak, Hillsdale Twp., commented on the Road Diet Plan stated it had commercial traffic issues.

John Mincio, downtown business owner, is in favor of the Road Diet Plan.

Jeff Fazkas, 126 State St., not in favor of the Road Diet Plan and suggest \$200k put to the streets and to slow traffic use police enforcement.

Steve Vear, 275 W. Bacon St., commented on Road Diet Plan.

Mary Wolfram, 3 Corona Circle, supports the Road Diet Plan and shared her experience with fast and noisy traffic at the Dawn Theater.

Scott Sessions, 102 Coldspring Circle, shared concerns about safety of the Road Diet Plan.

Issac Kirsner commented on the Road Diet Plan.

Jeff O'Neil, Hillsdale College Student, commented on the Road Diet Plan around the fairgrounds at Fair time. He is not in favor.

Jack McLain, Hillsdale Twp., thanked Council for using their microphones and commented on speed limits through town.

Richard Smith, 63 S. Broad St., is not in favor of the Road Diet Plan he collected 18 signatures from his neighbors that are also not in favor of the plan. (Given to clerk for record).

Consent Agenda

- A. Approval of Bills
 - 1. City and BPU Claims of May 29, 2025: \$895,445.39
 - 2. Payroll of May 22, 2025: \$194,856.97
 - June 5, 2025: \$219,351.72
- B. City Council Minutes of June 2, 2025
- C. Finance Minutes of June 2, 2025
- D. BPU- Renew Microsoft Licensing
- E. BPU – Industrial Substation General Site Work
- F. BPU- Industrial Substation Electrical Site Work
- G. BPU- Wastewater Certified Operator Contract
- H. BPU- Asteri GPS Receiver and Equipment
- I. BPU- Personnel Committee Report

Motion by Council Member Morrissey, seconded by Council Member Socha to approve the Consent Agenda as presented.

Voice vote, approved unanimously.

Communication/Petitions

- A. July 3, 2025 Independence Day Parade
- B. 2025 Summer Concert Series
- C. Hillsdale County Commissioner Verbal Update – Doug Ingles
- D. FOIA Appeal – Kayla Ward

The items of communications were received for informational purposes only.

Introduction and Adoption of Ordinances/Public Hearings
None

Old Business

- A. Public Safety Committee Meeting/Camp Hope Discussion

Council discussed meeting and Camp Hope.

New Business

- A. Budget Amendments (Resolution)

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.

Motion by Council Member Morrisey, seconded by Council Member Socha to approve the budget amendments as presented. **Resolution #3642.**

Roll Call:

Chair Flynn	Aye
Councilman Morrisey	Aye
Councilman Socha	Aye
Councilman Stuchell	Aye
Councilman Wolfram	Aye
Councilman Bentley	Aye
Councilman Bruns	Aye

Motion passed 7-0

- B. MDOT Road Diet (Resolution)

In the fall of 2023, MDOT approached the City to discuss implementation of a Traffic Calming Plan (Road Diet) in conjunction with their 2026 M-99 resurfacing project. The City conducted a traffic survey that concluded a reduction of 4 lanes to 3 lanes along Broad Street (M-99) between Steamburg Road and East Carleton Road. As part of the road diet approval process, the City hosted two public forum meetings, January 16 and June 12, 2025. The final requirement to partner with MDOT to implement the road diet is a resolution passed by the Hillsdale City Council.

The plan would reduce Broad Street between Steamburg Road and East Carleton Road from four lanes to three lanes. The new configuration would include two lanes of through traffic with one lane as a designated left turn lane. The additional space gained through the lane reduction would be allocated to a buffered bike lane.

Very lengthy Council discussion ensued on the plan, safety, funding and commercial traffic.

Bentley asked to have the Substack article on Road Diet Plan he penned be added to minutes. Article is on file with minutes in the Clerk’s office.

Jason Blake discussed and answered questions Council had regarding the Road Diet.

Motion by Council Member Bentley, seconded by Council Member Bruns to table the Road Diet Plan Resolution.

Roll Call:

Councilman Socha	Nay
Councilman Stuchell	Nay
Councilman Wolfram	Nay
Councilman Bentley	Aye

Councilman Bruns	Aye
Councilman Flynn	Aye
Councilman Morrissey	Nay

Motion failed 3-4

Further lengthy council discussion followed.

Councilman Socha stated he was in favor of the road diet but will be voting no due to his conversations with his neighbors.

Motion by Council Member Stuchell, seconded by Council Member Wolfram to approve the MDOT Road Diet Plan as presented. **Resolution 3643.**

Roll Call:

Councilman Morrissey	Aye
Councilman Socha	Nay
Councilman Stuchell	Aye
Councilman Wolfram	Aye
Councilman Bentley	Nay
Councilman Bruns	Nay
Councilman Flynn	Aye

Motion passed 4-3

C. Love Inc. Charitable Gaming License (Resolution)

Motion by Council Member Morrissey, seconded by Council Member Socha to approve the gaming license for the Touch a Truck event from Love Inc. **Resolution #3644.**

Voice vote, approved unanimously.

Miscellaneous Reports

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

General Public Comment

Steve Vear, 275 W. Bacon St., stated the BPU doing a great job on lighting. Encouraged dark sky lighting for the City.

Joseph Hendee, 181 Rea St, commented on the Road Diet, Alan Beeker, Road and TIFA Funds.

Cindy Pratt, 41 Applerun Ln., stated she spoke with DesJardin on complaints.

Lance Lashaway, 18 Garden St., funds being spent for Road Diet. Thanked Bentley for speaking for residents.

Luke Robson, 45 E Bacon St., thanked Council for passing the Road Diet resolution and stated Hillsdale Renaissance will be making a contribution to help fund the City's portion of the Road Diet project.

Richard Smith, 63 S. Broad St., commented on Road Diet project.

Thomas Thompson, S. Broad St., thanked Council for passing the Road Diet resolution and shared his concerns at his office.

Jack McLain, Hillsdale Twp., commented on microphone use and Road Diet grant.

City Manager Report

City Manager Mackie presented a written report which was in packet.

Council Comment

Councilman Bentley thanked the public for attendance.

Councilman Bruns had TIFA board questions.

Councilman Socha answered some of the TIFA questions.

Council Chair Flynn thanked everyone for coming to the meeting.

Adjournment

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

By a voice vote, the motion passed unanimously.

The meeting Adjourned at 10:10 p.m.

Bob Flynn, Council Chair

Katy Price, City Clerk

CITY OF HILLSDALE FINANCE COMMITTEE

Place: City Hall Second Floor Conference Room

Date: June 16, 2025

Time: 6:30 PM

PRESENT:

COMMITTEE: Gary Wolfram, Will Morrissey, Matt Bentley, Jacob Bruns

STAFF: Jason Blake (Director of Public Services), David Mackie (City Manager)

PUBLIC: None

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 203

Department 900: Payment for second half of reconstruction work and retainage

Fund 590

Department 175: IVR is outage software

Department 547: Pesticide for waste water treatment plant

Fund 663

Department 336: Holsters are for police. Funds come from public safety millage

Motioned by Morrissey and seconded by Bruns to approve

Motioned passed 4-0

Motioned by Bentley and seconded by Bruns to adjourn

Motion passed 4-0

Adjournment 6:34 PM

Minutes prepared by Gary Wolfram

Operations & Governance Committee Meeting
June 30, 2025

Call to Order: Council member Will Morrissey called the meeting to order at 5:00 pm

Roll Call: Present - Councilmembers Will Morrissey, Joshua Paladino and Greg Stuchell, City Management /BPU Director, David Mackie, BPU Director of Electric, Jake Hammel. Public Mr. Jack McClain.

I: Public Comments: No opening public comments

II. List of Statutes superseding City Charter provisions:

Council Member Paladino submitted proposed City Charter Amendments to City Attorney, Thomas Thompson for legal review. Mr. Thomas comments were discussed and reviewed. The recommended Charter language for the following Charter Sections were given to City Manager David Mackie:

- Section 3.6
- Section 3.7
- Section 3.8
- Section 3.9
- Section 3.18
- Section 3.19
- Section 4.5
- Section 5.1
- Section 5.6

Action: City Manager to submit draft language back to O&G committee prior to review by full council

III. Staff Retention and Retirement Discussion:

The BPU Board recommend that an employee survey be given with the intent to uncover overall strength and opportunity related to BPU's employee morale.

O&G Committee discussed extending the survey for all city employees

Motion from Morrissey second from Stuchell

Motion carried 2 yea – 1 nay

Action: City Manager to work with HR to develop survey questions, to be submitted to O&G committee for review.

IV. City Manager Review and Contract Discussion

Discussion to adjust the duration of a City Managers contract to align with the election's cycles for council members. This adjustment would allow for the opportunity of every elected council member to have a say and vote regarding city manager's contract. The current status with a five-year contracts', some elected council members miss the review opportunity. It was also discussed about reviewing options to place four-year limits on such contracts.

Motion by Stuchell, second by Morrissey, to submit the 2% merit increase for City Manager to full council.

Motion carried 2 yea – 1 nay

V. Public Comments:

Mr. Jack McClain expressed council members should educate themselves on topics prior to making public comments or statements. It appears council members are unaware of the basics in operational procedures or general knowledge. Mr. McClain used the road diet project and TIFA as examples of council's lack of understanding. Mr. McClain also recommended a basic training program be developed for newly elected council members.

VI. Adjournment:

Motion by Paladino to adjourn

Motion Seconded by Stuchell

Motion carried 3 yea – 0 nay

Meeting closed at 6:10 pm

Meeting Minutes Presented by Greg Stuchell

City of Hillsdale

Agenda Item Summary

Meeting Date: **July 7, 2025**

Agenda Item: **Consent**

SUBJECT: Park Use Agreement – Domestic Harmony Kristin Lucas Duck Derby

BACKGROUND: Michelle Loren, Recreation Director

Domestic Harmony has requested to hold its annual Kristin Lucas Memorial Duck Derby fundraiser at Mrs. Stock's Park Saturday, July 12, 2025. A Park Use Agreement has been approved for execution by the City Attorney.

RECOMMENDATION:

I recommend Council approve the agreement and authorize signatures by the Mayor and Clerk.

AGREEMENT FOR USE OF PARK
MRS. STOCK'S PARK
Domestic Harmony Duck Derby, July 12, 2025

This Agreement is made and entered between the City of Hillsdale, a Michigan municipal corporation, of Hillsdale, Michigan (City) and Domestic Harmony, of PO Box 231, Hillsdale, MI 49242 (Renter) this ____ day of July, 2025.

Preamble

The City owns, regulates and is responsible for the use, care and maintenance of parks within its corporate boundaries and otherwise under its jurisdiction. Renter is desirous of utilizing Mrs. Stock's Park for and in connection with the Kristin Lucas Memorial Duck Derby and a pancake breakfast. Approximately 250 people are expected to attend or participate. The event is to take place on July 12, 2025 and Renter shall have nonexclusive access to the park commencing at 7:00 a.m. and ending at 10:00 p.m. on that date. Renter shall be solely responsible for the provision of a tent, tables and chairs for the use of attendees and participants at its sole expense. To that end, Renter will be solely responsible for contracting or otherwise providing any tent, tables and chairs that they intend to use. Renter shall also be solely responsible for the provision of any food and drink for his guests' consumption. Renter shall be solely responsible for the quality and safety of each of the foregoing at his sole expense and on the terms and conditions hereinafter set forth:

Agreement

1. In consideration of the payment of a Park Usage Fee of \$400.00 and the posting of a \$150.00 damage deposit, receipt of which is hereby acknowledged, City agrees to allow Renter to use Mrs. Stock's Park on a nonexclusive basis on July 12, 2025 commencing at 7:00 a.m. and ending at 10:00 p.m. on that date solely for the purposes and on the terms and conditions stated in the Preamble and herein, all of which the Renter acknowledges, accepts and agrees are binding.
2. Renter hereby assumes, agrees to be and shall be solely responsible for the control and supervision of the proposed event and all associated activities within Mrs. Stock's Park during the term of the usage agreement.
3. Renter acknowledges the pristine nature of the park, and the fragility, delicateness, and vulnerability to damage of many of the features within the park, including but not limited to the structures, statuary, flowerbeds, flowers and other plantings within it; Renter assumes responsibility for the protection of such improvements from damage during its presence in the park under the agreement.
4. Renter acknowledges that that there are no restroom facilities at Mrs. Stock's Park other than a single portable unit, and that the City does not and will not provide tents, tables, chairs or other equipment for use by Renter, its agents, servants, employees, guests, invitees, event attendees or participants during the time of the scheduled event. Renter further acknowledges that he, at its sole expense, shall provide additional portable restroom facilities as are necessary to meet the needs of those in attendance, as well as any a tents, tables, chairs and related equipment as Renter may require for use during the scheduled event; provided that no attachments of any facilities, tents or other equipment will be made to any paved surfaces within the park.
5. Renter agrees that it shall, at its sole expense, remove or cause the removal all portable restroom facilities, tents, tables, chairs and other items that Renter places or causes to be

placed in Mrs. Stock's Park as soon as possible following the event but, in no case later than 12:00 p.m. on July 13, 2025. Renter further agrees that it, at its sole expense, is and shall be solely responsible and liable for the repair and restoration of any damage caused by him and/or his agents, servants, employees, guests, invitees and event attendees and participants to private or public property, including the park or any part thereof, as well as all costs associated therewith.

6. Renter agrees to and shall, at the conclusion of the event and at its sole expense, clean up and remove or cause the clean up and removal of all garbage, trash, litter and other items that are placed or left in the park by renter, its agents, servants, employees, guests, invitees and event attendees and participants.

- A. Renter shall complete or cause the completion of the cleanup and restoration no later than 12:00 p.m. on July 13, 2025 and leave the park in a condition equal to or better than existed immediately prior to the event; provided, that should Renter fail to complete or cause the completion of all such cleanup and restoration as provided herein, the City may, if it so elects, complete the cleanup and restoration at Renter's expense.

- B. In the event the City completes the cleanup and restoration by reason of Renter's failure to do so, Renter agrees and acknowledges its responsibility and liability for the payment of an amount equal to the labor and equipment costs that the City incurs in completing or contracting for the cleanup and restoration of the property to a condition that is equal to that which existed immediately prior to the event, plus an administrative charge of 10%. All such costs and expenses shall be charged against and deducted from the \$150.00 damage deposit that Renter has posted, and in the event such damage deposit is not sufficient to cover all such costs and expenses, Renter hereby agrees to promptly pay any deficiency.

7. Renter represents that the name, address and telephone number of Renter's authorized representatives are as follows:

Hannah Roberts

Address: PO Box 231
Hillsdale, MI 49242

Telephone Number: 517-439-1454

8. At the time of execution of this Agreement and as a condition precedent to its effectiveness, Renter shall provide City with proof of public liability and property damage insurance with a single limit of liability for bodily injury and property damage of not less than Five Hundred Thousand and 00/100 (\$500,000.00 each), with City designated therein as a named insured.
9. Renter agrees to and shall defend, indemnify and hold City harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses resulting from actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature that are or are claimed to be a proximate result of the Renter's negligence, gross negligence or intentional acts or omissions and/or the negligence, gross negligence or intentional acts or omissions of its agents, servants,

employees, guests, invitees, event attendees or participants that occur because of, during, or that otherwise arise or are claimed to have arisen as a result of Renter's use of such reserved area and/or the use of any portable restroom facilities, tents, tables, chairs, other equipment, food or drink placed or provided by Renter or any of its agents, servants, employees, guests, invitees, event attendees or participants, whether or not such damages or injuries, including death, are claimed or proven to have been caused in part by the alleged or actual negligence, gross negligence or intentional acts or omissions of Hillsdale, its employees, agents, servants, or representatives; provided, however, that Renter shall not be obligated to indemnify the City of Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence, gross negligence or intentional acts or omissions of the City of Hillsdale, its employees, agents, servants, or representatives.

10. Renter further represents and covenants that it does not discriminate against any employee or applicant for employment, and shall not discriminate against any member of the general public that will participate in the event it is staging under the agreement or any other member of the public because of race, color, religion, national origin, age, height, weight, marital status or other legally protected class. It is understood and agreed by and between the parties that breach of the covenant may be regarded as a material breach of the agreement.
11. Renter acknowledges and agrees that all documents provided or hereafter provides to City of Hillsdale in connection with or regarding the contract, its performance and compensation are subject to disclosure under the Freedom of Information Act and Renter hereby expressly consents to the City's reproduction and release of such documents, in whole or in part, in response to a Freedom of Information Act request, a court or administrative order, or as the City, in its sole discretion, elects.
12. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written.
13. This Agreement shall be governed and construed in accordance with the laws of the State of Michigan. City and Renter further agrees that in the event of legal action arising from or as a result of the Agreement, venue and jurisdiction for such action shall be in the Hillsdale County Circuit Court or in the District Court located within the County of Hillsdale, Michigan, whichever has subject matter jurisdiction over any such dispute.

CITY OF HILLSDALE

DOMESTIC HARMONY

Joshua Paladino, Mayor Pro Tem
July ____, 2025

Hannah Roberts, Director
July ____, 2025

Katy Price, Clerk
July ____, 2025



ARE, INC.

ACTIVITIES RECOVERY EMPOWERMENT

WWW.AREPEERSERVICES.ORG

May 5, 2025

City Clerk,

We'd like to take a moment to introduce you to a place that's making a real difference in our community—the **Hillsdale Drop-In Center**, a program of **Activities Recovery Empowerment (A.R.E.)**, Inc.

The Hillsdale Drop-In Center is a **peer-run mental health support center** that offers a safe, welcoming space for adults living with mental health challenges. Here, individuals can find connection, support, and a sense of purpose—all at their own pace, in a judgment-free environment.

Our center is built on the belief that recovery is possible, and that no one should have to walk their journey alone. We provide daily opportunities for social interaction, creative expression, educational groups, one-on-one peer support, and community outings. Whether someone wants to relax with a cup of coffee and a puzzle, attend a group on coping skills, or just sit in a space where they feel understood—we're here.

We're proud to be a **free and accessible resource** in Hillsdale County, helping individuals reduce isolation, build confidence, and take meaningful steps forward in their mental health journey.

If you ever have any **questions, concerns, or would simply like to learn more about what we do**, please don't hesitate to give us a call at **(517) 439-9730**. We're happy to connect, provide information, or even schedule a visit. If you are interested in displaying brochures at your establishment, we are happy to provide them.

Thank you for the work you do to support our community. And remember—**you don't have to have it all together to stop in**. Sometimes, just showing up is the first brave step.

Warmly,

The Team at the Hillsdale Drop-In Center

Activities Recovery Empowerment (A.R.E.), Inc.

www.arepeerservices.org



Peer-Run

ARE, Inc is a peer-run organization. What that means is that everyone in our organization, from the board of directors to staff to members all have a mental health diagnosis.

This is beneficial because our employees, who all share a lived experience with mental health, can share their stories of recovery.



ARE, Inc

Drop-In Centers
Jackson & Hillsdale Counties

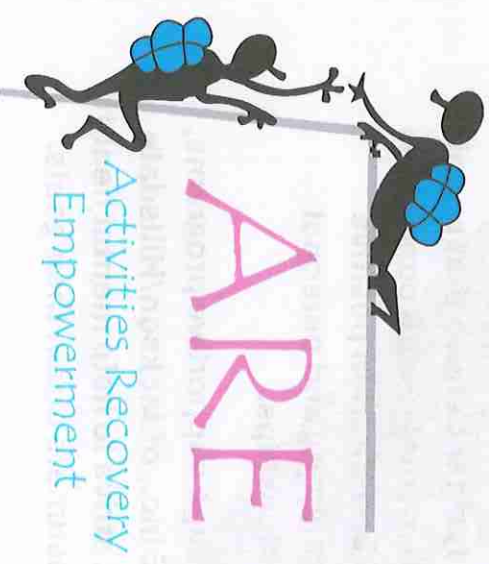


Jackson: 1 (517) 395-4296

334 W Franklin St. Jackson MI, 49201

Hillsdale: 1 (517) 439-5210

64 Hillsdale St, Hillsdale MI, 49242



Vision

ARE Inc. of Jackson/Hillsdale is a non-profit company owned and operated by mental health peers for the purpose of achieving sustained recovery and serving each other in a safe environment.

We believe that all people including people with mental illnesses are created equal.

We further believe that people with mental health conditions will benefit from positive community and personal relationships.

Through supportive programs, ARE Inc., of Jackson/Hillsdale will strive to help mental health consumers attain their goals.



Peer-Directed

ARE, Inc. is a peer owned and operated non-profit organization dedicated to helping people with mental health diagnoses attain their recovery goals.

To that end, we strive to:

- Increase Employment of Mental Health Peer
- Decrease Stigma
- Educate People about Recovery
- Enhance Our Members' Quality of Life
- Encourage Peer Ownership and Command

What we do

The Drop-In Centers are a place for individuals with mental health diagnoses to socialize and gain community inclusion. Members are able to build supports in a supportive, encouraging, non-judgmental environment surrounded by others with a lived experience with mental health. This is done in many ways:

- Arts and Crafts
- Television
- Meals
- Coffee
- Games
- Play Pool
- Recovery Groups
- Field Trips
- Bowling
- Camping
- Go-Karting
- Zoo
- Softball
- Pottery Painting

City of Hillsdale

Agenda Item Summary

MEETING DATE: July 7, 2025

AGENDA ITEM #: New Business

SUBJECT: Kayla Ward FOIA Appeal

BACKGROUND PROVIDED BY: David Mackie, City Manager / FOIA Coordinator

Attached is Kayla Ward's FOIA processing fee appeal dated June 6, 2025. Ms. Ward is requesting her \$57.00 FOIA processing fee be reduced or waived given her status as the victim. The FOIA itself has been processed and is ready for pickup upon payment. Additionally, attached is a copy of Ms. Ward's invoice and the City's FOIA Policy, which is posted on the City's website. The cost (\$57.00) of Ms. Ward's processing fee was determined by the three (3) hours it took staff to redact her request. The City's FOIA Policy only provides for a possible reduction in FOIA processing fees if one is indigent or a nonprofit organization advocating for developmentally disabled or mentally ill individuals.

RECOMMENDATION:

City Council discuss and decide whether to reduce or wave Kayla Ward's FOIA processing fee.

Kayla Ward
5096 Ruby Rd
Jackson, MI 49201
Kaylamward93@gmail.com
(517) 812-1991

June 6, 2025

David Mackie
City Manager, FOIA Coordinator
City of Hillsdale
97 N Broad Street
Hillsdale, MI 49242
dmackie@cityofhillsdale.org

Dear FOIA Coordinator,

I am writing to formally appeal the fee imposed in response to my FOIA request dated **May 21, 2025**, regarding police records in which I was the victim (Court Case No. 2013-13-652 FY-FY). I received an invoice dated **June 3, 2025**, charging **\$57.00 for 3 hours of labor at \$19/hour**.

As a victim in this matter, I believe this fee is **unreasonable and excessive**, especially considering prior FOIA requests to Hillsdale law enforcement have resulted in significantly lower charges. Furthermore, my follow-up request on **June 4, 2025**, asking for the following details has gone unanswered:

- Total number of pages in the report,
- Number and nature of redactions performed,
- The classification/position of the staff member used to calculate the \$19/hour rate.

According to Michigan FOIA law (MCL 15.234), fee charges must be based on the **actual incremental cost** of the most **reasonably necessary employee**, and agencies must use the **lowest paid public body employee** capable of redacting or retrieving the record.

Due to the lack of transparency and explanation for the three hours billed, and the city's failure to respond to my request for clarification, I respectfully request the following relief:

1. **Reduction or waiver** of the \$57.00 fee based on my status as a victim,
2. A detailed breakdown of time and labor involved,
3. A prompt release of the records upon appropriate payment, if justified.

Please consider this a formal **fee appeal under Section 10a of the Michigan FOIA (MCL 15.240a)**. I request a written response to this appeal within **10 business days**, as required by law.

Thank you for your attention to this matter.

Sincerely,



Kayla Ward (formerly Kayla Kinch)

DOB: 7/12/1993

INVOICE

DATE:
June 3, 2025

For:
FOIA Request

Make all checks payable to City of Hillsdale
Terms: Due in 30 Days

THANK YOU FOR YOUR BUSINESS!

**CITY OF HILLSDALE
PUBLIC SUMMARY OF FOIA PROCEDURES AND GUIDELINES**

It is the public policy of this state that all persons (except those persons incarcerated in state or local correctional facilities) are entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and public employees.

The people shall be informed so that they may fully participate in the democratic process.

Consistent with the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976, the following is the Written Public Summary of the City of Hillsdale's FOIA Procedures and Guidelines relevant to the general public.

This is only a summary of the City's FOIA Procedures and Guidelines. For more details and information, copies of the City's FOIA Procedures and Guidelines are available at no charge at City of Hillsdale Clerk's office, at the Office of the City Manager, and on the City's website: www.cityofhillsdale.org.

1. How do I submit a FOIA request to the City?

- A request must sufficiently describe a public record so as to enable the City to find it.
- Please include the words "FOIA" or "FOIA Request" in the request to assist the City in providing a prompt response.
- Requests to inspect or obtain copies of public records prepared, owned, used, possessed or retained by the City may be submitted on the City's FOIA Request Form, in any other form of writing (letter, fax, email, etc.), or by verbal request.
 - Any verbal request will be documented by the City on the City's FOIA Request Form.
 - No specific form to submit a written request is required. However a FOIA Request Form and other FOIA-related forms are available for your use and convenience on the City's website at www.cityofhillsdale.org, and at the City of Hillsdale Clerk's office and the Office of the City Manager.
- Written requests may be delivered to the City in person or by mail at the following address:

FOIA Coordinator
Office of the City Manager
City of Hillsdale
97 N. Broad Street
Hillsdale, Michigan 49242

- Requests may be faxed to the City Clerk's office: (517) 437-6448. To ensure a prompt response, faxed requests should contain the term "FOIA" or "FOIA Request" on the first/cover page.
- Requests may be emailed to the City Clerk's office: clerk@cityofhillsdale.org. To ensure a prompt response, email requests should contain the term "FOIA" or "FOIA Request" in the subject line.

2. What kind of response can I expect to my request?

- Within 5 business days after receiving a FOIA request the City will issue a response. If a request is received by fax or email, the request will be deemed to have been received on the following business day. The City will respond to your request in one of the following ways:
 - Grant the request;
 - Issue a written notice denying the request;
 - Grant the request in part and issue a written notice denying in the request in part;
 - Issue a notice indicating that due to the nature of the request the City needs an additional 10 business days to respond; or
 - Issue a written notice indicating that the public record requested is available at no charge on the City's website.
- If the request is granted, or granted in part, the City will ask that payment be made for the allowable fees associated with responding to the request before the public record is made available.
- If the cost of processing the request is expected to exceed \$50, or if you have not paid for a previously granted request, the City will require a deposit before processing the request.

3. What are the City's deposit requirements?

- If the City has made a good faith calculation that the total fee for processing the request will exceed \$50.00, the City will require that you provide a deposit in the amount of 50% of the total estimated fee. When the City requests the deposit, it will provide you a non-binding best efforts estimate of how long it will take to process the request after you have paid your deposit.
- If the City receives a request from a person who has not paid the City for copies of public records made in fulfillment of a previously granted written request, the City will require a deposit of 100% of the estimated processing fee before it begins to search for the public record for any subsequent written request when all of the following conditions exist:

- o The final fee for the prior written request is not more than 105% of the estimated fee;
 - o The public records made available contained the information sought in the prior written request and remain in the City's possession;
 - o The public records were made available to the individual, subject to payment, within the best efforts timeframe estimated by the City to provide the records;
 - o Ninety (90) days have passed since the City notified the individual in writing that the public records were available for pickup or mailing;
 - o The individual is unable to show proof of prior payment to the City; and
 - o The City has calculated an estimated detailed itemization that is the basis for the current written request's increased fee deposit.
- The City will not require the 100% estimated fee deposit if any of the following apply:
 - o The person making the request is able to show proof of prior payment in full to the City;
 - o The City is subsequently paid in full for all applicable prior written requests; or
 - o Three hundred sixty five (365) days have passed since the person made the request for which full payment was not remitted to the City.

4. How does the City calculate FOIA processing fees?

The Michigan FOIA statute permits the City to charge for the following costs associated with processing a request:

- Labor costs associated with copying or duplication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the Internet.
- Labor costs associated with searching for, locating and examining a requested public record, when failure to charge a fee will result in unreasonably high costs to the City.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure, when failure to charge a fee will result in unreasonably high costs to the City.
- The cost of copying or duplication, not including labor, of paper copies of public records. This may include the cost for copies of records already on the City's website if you ask for the City to make copies.
- The cost of computer discs, computer tapes or other digital or similar media when the requester asks for records in non-paper physical media. This may include the cost for copies of records already on the City's website if you ask for the City to make copies.
- The cost to mail or send a public record to a requestor.

Labor Costs

- All labor costs will be estimated and charged in 15-minute increments, with all partial time increments rounded down. If the time involved is less than 15 minutes, there will be no charge.
- Labor costs will be charged at the hourly wage of the lowest-paid City employee capable of doing the work in the specific fee category, regardless of who actually performs work.
- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits. City may add up to 50% to the applicable labor charge amount to cover or partially cover the cost of fringe benefits, but in no case may it exceed the actual cost of fringe benefits.
- Overtime wages will not be included in labor costs unless agreed to by the requestor; overtime costs will not be used to calculate the fringe benefit cost.
- Contracted labor costs will be charged at the hourly rate of \$48.90 (6 times the state minimum hourly wage)

A labor cost will not be charged for the search, examination, review, and the deletion and separation of exempt from nonexempt information, unless failure to charge a fee would result in unreasonably high costs to the City. Costs are unreasonably high when they are excessive and beyond the normal or usual amount for those services compared to the City's usual **FOIA** requests, because of the nature of the request in the particular instance. The City must specifically identify the nature of the unreasonably high costs in writing.

Copying and Duplication

The City must use the most economical method for making copies of public records, including using double-sided printing, if doing the method is available and would save costs.

Non-paper Copies on Physical Media

- The cost for records provided on non-paper physical media, such as computer discs, computer tapes or other digital or similar media will be at the actual and most reasonably economical cost for the non-paper media.
- This cost will be charged only if the City has the technological capability necessary to provide the public record in the requested non-paper physical media format.

Paper Copies

- Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will not exceed \$.10 per sheet of paper.

- Copies for non-standard sized sheets of paper will reflect the actual cost of reproduction.

Mailing Costs

- The City will use a reasonably economical and justified means to mail public records, charging the cost to you.
- The City may charge for the least expensive form of postal delivery confirmation.
- No expedited shipping or insurance will be utilized unless you request it.

Waiver of Fees

The cost of the search for and copying of a public record may be waived or reduced if, in the sole judgment of the FOIA Coordinator, a waiver or reduced fee is in the public interest because it can be considered as primarily benefitting the general public. The City Council may identify specific records or types of records it deems should be made available for no charge or at a reduced cost.

5. How do I qualify for an indigence discount on the fee?

The City will discount the first \$20.00 of fees for a request if you submit an affidavit stating that you are:

- Indigent and receiving specific public assistance; or
- If not receiving public assistance, stating facts demonstrating an inability to pay because of indigence.

You are **not** eligible to receive the \$20.00 discount if you:

- Have previously received discounted copies of public records from the City twice during the calendar year; or
- Are requesting information on behalf of other persons who are offering or providing payment to you to make the request.

An affidavit is sworn statement. For your convenience, the City has provided an Affidavit of Indigence for the waiver of FOIA fees on the back of the City FOIA Request Form, which is available on the City's website: www.cityofhillsdale.org.

6. May a nonprofit organization receive a discount on the fee?

A nonprofit organization advocating for developmentally disabled or mentally ill individuals that is formally designated by the state to carry out activities under subtitle C of the federal

Developmental Disabilities Assistance and Bill of Rights Act of 2000, Public Law 106-402, and the Protection and Advocacy for Individuals with Mental Illness Act, Public Law 99-319, may receive a \$20.00 discount if the request meets all of the following requirements in those Acts:

- o The request is made directly on behalf of the organization or its clients.
- o The request is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the Mental Health Code, 1974 PA 258, MCL 330.1931.
- o The request is accompanied by documentation of its designation by the state, if requested by the public body.

7. How may I challenge the denial of a request for a public record or what I believe to be an excessive fee?

Appeal of a Denial of a Public Record

If you believe that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, you may appeal to the City Council by filing a written appeal of the denial with the City's FOIA Coordinator (the City Manager).

The appeal must be in writing, must specifically state the word "appeal," and must identify the reason or reasons you are seeking a reversal of the denial. You may use the City FOIA Appeal Form (To Appeal a Denial of Records), which is available on the City's website: www.cityofhillsdale.org

The City Council is not considered to have received a written appeal until the first regularly scheduled City Council meeting following submission of the written appeal. Within 10 business days of receiving the appeal the City Council will respond in writing by:

- Reversing the disclosure denial;
- Upholding the disclosure denial; or
- Reversing the disclosure denial in part and upholding the disclosure denial in part.

Whether or not you submitted an appeal of a denial to the City Council, you may file a civil action in the Hillsdale County Circuit Court within 180 days after the City's final determination to deny your request. If you prevail in the civil action the court will award you reasonable attorneys' fees, costs, and disbursements. If the court determines that the City acted arbitrarily and capriciously in refusing to disclose or provide a public record, the court shall award you damages in the amount of \$1,000.

Appeal of an Excess FOIA Processing Fee

If you believe that the fee charged by the City to process your FOIA request exceeds the amount permitted by state law, you must first appeal to the City Council by filing a written appeal for a fee reduction to the City's FOIA Coordinator (the City Manager).

The appeal must specifically state the word "appeal" and identify how the required fee exceeds the amount permitted. You may use the City FOIA Appeal Form (To Appeal an Excess Fee), which is available at City Hall and on the City's website: www.cityofhillsdale.org.

The City Council is not considered to have received a written appeal until the first regularly scheduled City Council meeting following submission of the written appeal. Within 10 business days after receiving the appeal, the City Council will respond in writing by:

- Waiving the fee;
- Reducing the fee and issuing a written determination indicating the specific basis that supports the remaining fee;
- Upholding the fee and issuing a written determination indicating the specific basis that supports the required fee; or
- Issuing a notice detailing the reason or reasons for extending for not more than 10 business days the period during which the City Council will respond to the written appeal.

Within 45 days after receiving notice of the City Council's determination of the processing fee appeal, you may commence a civil action in the Hillsdale County Circuit Court for a fee reduction. If you prevail in the civil action by receiving a reduction of 50% or more of the total fee, the court may award all or an appropriate amount of your reasonable attorneys' fees, costs, and disbursements. If the court determines that the City acted arbitrarily and capriciously by charging an excessive fee, the court may also award you punitive damages in the amount of \$500.

City of Hillsdale

Agenda Item Summary

MEETING DATE: July 7, 2025

AGENDA ITEM #: New Business

SUBJECT: City Manager Annual Merit Increase

BACKGROUND PROVIDED BY: Will Morrissey O&G Chair

The O&G Committee met on June 30th and discussed the City Manager's annual merit increase. O&G approved, by a 2-1 vote, recommending to the full City Council approval of the City Manager's annual 2% merit increase for the 25-26 fiscal year. The increase would go into effect November 1st per the City Manager's contract. All other staff reviews are done between May and July and O&G feels this would better align with the review period of other department heads and promote consistency. Additionally, it was felt a review in July allows for a clearer assessment of the City Manager's performance tied to the previous fiscal year.

A 2% increase equals \$1,738 from the General Fund. The City Manager's salary of \$86,885 would go up to \$88,623.

RECOMMENDATION:

O&G Committee recommends the City Council approve the City Manager's annual 2% merit increase for the 25/26 fiscal year.

City of Hillsdale

Agenda Item Summary

MEETING DATE: July 7, 2025

AGENDA ITEM #: New Business

SUBJECT: 23/25 N. Broad Street Lot Sale

BACKGROUND PROVIDED BY: David Mackie, City Manager

Attached is an offer from St. Anthony's Parrish to purchase 23/25 N. Broad Street for \$40,000. The item was sent to the Finance Committee for review. An updated appraisal was completed on the property. The attached appraisal, coincidentally, came back at \$40,000.

The Finance Committee will be discussing the sale at their 6:30 pm, July 7th meeting and make a verbal recommendation during City Council discussion.

RECOMMENDATION:

City Council consider approval of the sale of 23/25 N. Broad Street to St. Anthony's Parrish in the amount of \$40,000.



1 May, 2025

To:

City of Hillsdale and Hillsdale City Council

97 N. Broad St. Hillsdale, MI 49242

From:

Saint Anthony of Padua Catholic Church

11 N. Broad St. Hillsdale, MI 49242

Re: Purchase of city lot at 23 N. Broad St.

Existing issues with property:

1.) The sidewalk out front of the property and our church was crushed by a commercial cherry picker when the city tore down the previous structure at 23. N. Broad Street. See images A, B, and C on the attached page. St. Anthony's has a bid for replacement at \$9,500.

2.) There is water drainage in our church basement due to building removal and the current grade of the property. See attached images D and E showing the grade sloped towards our church and markings from pooled water in our basement. This was not a problem prior to the buildings removal. The property at 23 N. Broad will need a french drain placed 2 1/2 to 3 feet deep to address the water drainage. St. Anthony's has a quote for installation at \$10,000.

To address these issues and maintain the integrity of our facilities and public walkways, St. Anthony's is willing to replace the crushed sidewalk and take on responsibility for the water drainage after purchasing 23 N. Broad Street.

Offer for property stands: \$40,000 | Value received for offer: \$59,500

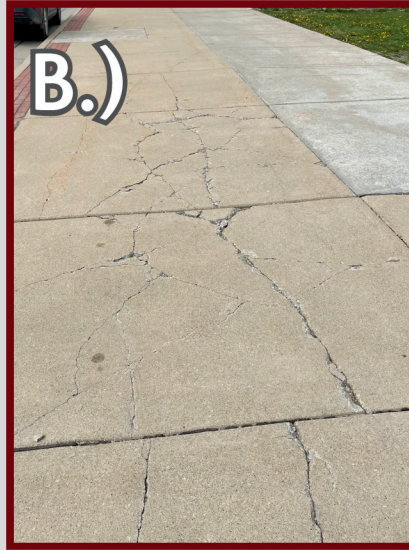
Offer has been pre-approved by the Diocese of Lansing's office of building and property management, but if formally accepted by the city, our offer is contingent upon final approval by the Diocese of Lansing's Finance Council.

In Christ,

Fr. David Reamsnyder

Pastor

Sidewalk Damage



Water Drainage





Commercial Vacant Land Appraisal



23 & 25 N. Broad St.
Hillsdale, MI 49242

As of
June 26, 2025

Prepared for
David Mackie, City Manager
City of Hillsdale

Prepared by
Paul K. Bidwell, MAI
MI 1205000591

Affinity Valuation Group File No
90585



AFFINITY VALUATION GROUP, LLC
REAL ESTATE APPRAISAL • CONSULTING • MARKET ANALYSIS

June 26, 2025

David Mackie
City of Hillsdale
97 N. Broad St.
Hillsdale, MI 49242

Re: Commercial Vacant Land Appraisal
23 & 25 N. Broad St.
Hillsdale, MI 49242
File Number: 90585

Dear David Mackie,

In fulfillment of the Appraisal Services Agreement dated May 7, 2025, I have attached an appraisal of the fee simple interest in the referenced parcel of real estate. The report sets forth an opinion of market value along with supporting data and reasoning which form the basis of this opinion.

Please reference page 9 for relevant information regarding the scope of work for this appraisal, including property identification, inspection, highest and best use analysis, and valuation methodology. This report is prepared for, and the professional fee is paid by the Client, City of Hillsdale. It is intended only for use by the Client. Without my written permission, it may not be distributed to or relied upon by other persons or entities. The following value conclusion has been made based on the analysis described, subject to limiting conditions and assumptions.

Value Conclusions			
Premise	Interest Appraised	Effective Date	Value Conclusion
Current As Is Market Value	Fee Simple	6/26/2025	\$40,000

THIS LETTER MUST REMAIN ATTACHED TO THE REPORT, WHICH CONTAINS 48 PAGES PLUS RELATED EXHIBITS, IN ORDER FOR THE VALUE OPINION SET FORTH TO BE CONSIDERED VALID.

If I can answer any further questions, please do not hesitate to call.

Respectfully submitted,

Paul K. Bidwell, MAI

1310 South Main Street, Suite 7
Ann Arbor, Michigan 48104
(734) 747-7080

City of Hillsdale

Agenda Item Summary

Meeting Date: July 7, 2025
Agenda Item: New Business
Subject: Rescind TCO 1989-1

Background:

As the Monroe Street reconstruction project nears completion, the engineering parking plan requires implementation. The street has been narrowed and does not meet compliance standards for parking on both sides. As before, there will be **No Parking** on the south side between N. West and N. Manning Streets (TCO 2001-06). There will be **No Parking** on the north side between N. Manning and Hillsdale Streets (TCO 1981-1).

TCO 1989-1 allows for 15-minute parking on the north side for 85 feet east of the Manning / Monroe St. intersection. There is now curb cut parallel parking on the south side across from this location, therefore I request council to rescind TCO 1989-1 for implementation of the reconstruction plan.

Recommendation:

Approval is recommended as parking on the south side has been improved as part of the construction plan.

Scott A. Hephner

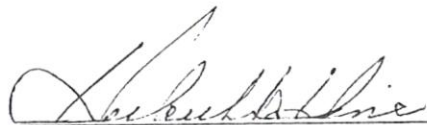
A handwritten signature in black ink, appearing to read 'Scott A. Hephner', with a stylized flourish at the end.

Chief of Police / Fire Chief

RESOLUTION NO. 1149

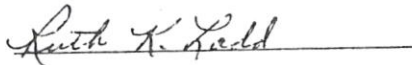
BE IT RESOLVED that Traffic Control Order
No. 1989-1 regulating parking on the north side of
Monroe Street as posted is hereby approved and
shall be in effect upon the installation of
appropriate traffic control signs.

Adopted in open Council meeting this 20th day
of February, 1989.

A handwritten signature in cursive script, appearing to read "Herbert H. Hine", written over a horizontal line.

Herbert H. Hine, Mayor

ATTEST:

A handwritten signature in cursive script, appearing to read "Ruth K. Ladd", written over a horizontal line.

Ruth K. Ladd, City Clerk

TRAFFIC CONTROL ORDER

1989-1

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships, and Villages, this traffic control order is hereby issued.

There shall be 15 minute parking on the north side of Monroe Street as posted in a zone east from Manning Street. The zone shall begin in the middle of the Manning, Monroe Street intersection and proceed east for 85 feet. The zone shall be marked with regulatory signs as designated by the Michigan Manual of Uniform Traffic Control Devices under the auspices of the Michigan Dept. of Transportation.

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.

John J. Kalusniak Feb. 16, 1989
Chief of Police Date

Received for filing in the office of the City Clerk at 2:00
~~am~~/pm on this 16th day of February, 1989.

Lucy K. Ladd
City Clerk

Approved by City Council in Resolution # 1149 on the 20th
day of February, 1989.