



City Council Agenda

March 16, 2026
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 February 26, 2026: \$1,442,950.17
 - 2. Payroll of February 26, 2026: \$215,264.02
 - B. City Council Minutes of March 2, 2026
 - C. Finance Minutes of March 2, 2026
 - D. Planning Commission Minutes of January 21, 2026 and February 18, 2026
 - E. TIFA Minutes of January 8, 2026 and January 20, 2026
 - F. TIFA Targeted Development Minutes of January 8, 2026
 - G. TIFA Review Committee Minutes of February 3, 2026 and February 24, 2026
 - H. TIFA Dawn Theater Gov. Board Minutes of January 27, 2026 and February 24, 2026
 - I. Zoning Board of Appeals Minutes of February 11, 2026
 - J. Cemetery Board Minutes of March 4, 2026
 - K. BPU: Eaton Relay Purchase
- VI. Communications/Petitions**
 - A. Keefer House Hotel Construction Update – Nick Fox
 - B. Planning Annual Report
 - C. 2026-27 Budget Review Dates
 - D. 2026 E-Waste Collection
 - E. Spring 2026 Brush Collection
 - F. Hillsdale County Commissioner Update – Doug Ingles
- VII. Introduction and Adoption of Ordinances/Public Hearing**
- VIII. Old Business**
- IX. New Business**
 - A. Domestic Harmony Contract
 - B. City Mowing Contract Types A, B, C, D, F, and G
 - C. Street Project Options and Special Assessment Policy Amendment
- X. Miscellaneous Reports**
 - A. Proclamation: None
 - B. Appointment: Airport Advisory Committee – David Morris
 - C. Other- None
- XI. General Public Comment**

XII. City Manager's Report

XIII. Council Comment

XIV. Adjournment

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 02/26/2026 - 02/26/2026
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-231.105	RETIREMENT - MISSED CONTRIBUTION MERS		RETIREMENT - MISSED CONTRIBUTION FOR FI	2,520.00	1385
			Total For Dept 000.000	2,520.00	
Dept 101.000 CITY COUNCIL					
101-101.000-956.000	COUNCILMAN FLYNN TRAINING	CARD SERVICES CENTER	K. PRICE CREDIT CARD	60.00	1384
			Total For Dept 101.000 CITY COUNCIL	60.00	
Dept 175.000 ADMINISTRATIVE SERVICES					
101-175.000-802.000	16 OUTLET POWER STRIP	AMAZON CAPITAL SERVICES, I	116 OUTLET POWER STRIP	34.99	112355
101-175.000-810.000	PRO LICENSE FOR CITY NEWSLETTER	CARD SERVICES CENTER	K. PRICE CREDIT CARD	120.00	1384
101-175.000-956.200	MEAL - CITY MGR MEETING	CARD SERVICES CENTER	D. MACKIE CREDIT CARD	463.83	1384
			Total For Dept 175.000 ADMINISTRATIVE SERVICES	618.82	
Dept 215.000 CITY CLERK DEPARTMENT					
101-215.000-734.000	POSTAGE	CARD SERVICES CENTER	K. PRICE CREDIT CARD	468.00	1384
101-215.000-801.000	PAPER SHREDDING SERVICE	ACCUSHRED, LLC	PAPER SHREDDING SERVICE	73.45	112352
			Total For Dept 215.000 CITY CLERK DEPARTMENT	541.45	
Dept 253.000 CITY TREASURER					
101-253.000-726.000	TONER	CURRENT OFFICE SOLUTIONS	TONER	105.97	112367
			Total For Dept 253.000 CITY TREASURER	105.97	
Dept 257.000 ASSESSING DEPARTMENT					
101-257.000-726.000	CLEANING SUPPLIES	CARD SERVICES CENTER	K. THOMAS CREDIT CARD	18.97	1384
101-257.000-734.000	STAMPS - SPECIAL ASSESSMENT NOTI	CARD SERVICES CENTER	K. THOMAS CREDIT CARD	312.00	1384
101-257.000-956.000	STATE MANDATED BOARD OF REVIEW T	HILLSDALE CO EQUALIZATION	STATE MANDATED BOARD OF REVIEW TRAINING	25.00	112378
			Total For Dept 257.000 ASSESSING DEPARTMENT	355.97	
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-726.000	WATER - CITY HALL	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	15.26	112377
101-265.000-801.000	CITY HALL MATS	CINTAS CORPORATION	CITY HALL MATS	39.40	112365
101-265.000-801.000	MOP & BUFF DISPATCH	EAST 2 WEST ENTERPRISES, I	MOP & BUFF DISPATCH	40.00	112372
101-265.000-850.000	MITEL CALL TREE CITY HALL	BSB COMMUNICATIONS INC	MITEL CALL TREE CITY HALL	437.50	112362
101-265.000-920.000	505119616 - 97 N BROAD - CITY HA	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 97 N BROAD	1,323.79	1371
101-265.000-920.000-215060	505431439 - 22 N MANNING - MITCH	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 22 N MANNING	764.84	1374
101-265.000-930.000	PRIMER - CITY HALL	GELZER HJ & SON INC	PRIMER - CITY HALL	29.99	112375
101-265.000-930.000	PAINT - CITY HALL	GELZER HJ & SON INC	PAINT - CITY HALL	49.99	112375
			Total For Dept 265.000 BUILDING AND GROUNDS	2,700.77	
Dept 270.000 HUMAN RESOURCES					
101-270.000-956.000	PLATES	AMAZON CAPITAL SERVICES, I	PLATES	28.50	112355
			Total For Dept 270.000 HUMAN RESOURCES	28.50	
Dept 301.000 POLICE DEPARTMENT					
101-301.000-726.000	PEPPER SPRAY FOR POLICE DEPT	AERKO INTERNATIONAL MI, I	PEPPER SPRAY FOR POLICE DEPT	425.00	112354
101-301.000-726.000	WEIMAN BADGE CLEANER	AMAZON CAPITAL SERVICES, I	WEIMAN BADGE CLEANER	8.19	112355
101-301.000-726.000	MAGNETIC PUSH PINS AND LABELS	AMAZON CAPITAL SERVICES, I	MAGNETIC PUSH PINS AND LABELS	52.57	112355
101-301.000-726.000	4X6 DRY ERASE BOARD	AMAZON CAPITAL SERVICES, I	4X6 DRY ERASE BOARD	132.90	112355
101-301.000-726.000	SHREDDER AND COMMAND STRIPS	AMAZON CAPITAL SERVICES, I	SHREDDER AND COMMAND STRIPS	263.79	112355
101-301.000-726.000	STAPLER FOR OFFICE USE	CURRENT OFFICE SOLUTIONS	STAPLER FOR OFFICE USE	31.19	112367
101-301.000-726.000	KEY FOR POLICE OFFICE USE	GELZER HJ & SON INC	KEY FOR POLICE OFFICE USE	4.89	112375
101-301.000-726.000	POSTAGE	CARD SERVICES CENTER	S. HEPHNER CREDIT CARD	35.17	1384
101-301.000-742.000	CHIEF UNIFORMS	GALLS, LLC	CHIEF UNIFORMS	593.00	112374

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 POLICE DEPARTMENT					
101-301.000-742.000	SANDAHL BELT KEEPER AND CAP COVE	GALLS, LLC	SANDAHL BELT KEEPER AND CAP COVER	33.71	112374
101-301.000-742.000	SANDAHL CAP	GALLS, LLC	SANDAHL CAP	17.46	112374
101-301.000-742.000	GIMENEZ	GALLS, LLC	GIMENEZ	83.00	112374
101-301.000-742.000	2 PATCHES REMOVED AND REPLACED W	POWERS CLOTHING, INC.	2 PATCHES REMOVED AND REPLACED WITH CIT	10.00	112399
101-301.000-801.000	PREEMPLOYMENT DRUG TEST - K. JOS CE & A PROFESSIONAL SERVIC	PREEMPLOYMENT DRUG TEST - K. JOSWIAK	PREEMPLOYMENT DRUG TEST - K. JOSWIAK	28.50	112363
101-301.000-801.000	ACTIVE VOTING (CHIEF/DIRECTOR) J	MICH ASSOC CHIEFS OF POLIC	ACTIVE VOTING (CHIEF/DIRECTOR) JOSWIAK	115.00	112390
101-301.000-900.000	VEHICLE INVENTORY FORMS	ARROW SWIFT PRINTING	VEHICLE INVENTORY FORMS	81.15	112358
101-301.000-930.000	OIL CHANGE 2-4	PARNEY'S CAR CARE, LLC	OIL CHANGE 2-4	46.00	112396
101-301.000-930.000	OIL CHANGE FOR 2-8 POLICE	PARNEY'S CAR CARE, LLC	OIL CHANGE FOR 2-8 POLICE	46.00	112396
101-301.000-930.000	2-7 WATER PUMP AND HOSE	STILLWELL FORD MERCURY, IN	2-7 WATER PUMP AND HOSE	957.82	112409
101-301.000-930.000	UNIT 2-2 RECRUIT VEHICLE V BELT	STILLWELL FORD MERCURY, IN	UNIT 2-2 RECRUIT VEHICLE V BELT AND TEN	686.99	112409
101-301.000-930.000	2-3 WATER HEATER OIL CHANGE	STILLWELL FORD MERCURY, IN	2-3 WATER HEATER OIL CHANGE	1,256.37	112409
101-301.000-956.000	MCOLES LICENSING EXAMINATION- J.	CARD SERVICES CENTER	S. HEPHNER CREDIT CARD	84.00	1384
101-301.000-956.200	LODGING - J. SANDAHL - CLASS	CARD SERVICES CENTER	S. HEPHNER CREDIT CARD	179.14	1384
Total For Dept 301.000 POLICE DEPARTMENT				5,171.84	
Dept 336.000 FIRE DEPARTMENT					
101-336.000-726.000	SUPPLIES FOR FIRE DEPT	FAMILY FARM & HOME	SUPPLIES FOR FIRE DEPT	26.57	112373
101-336.000-726.000	PLUMBING FOR FIRE DEPT	GELZER HJ & SON INC	PLUMBING FOR FIRE DEPT	6.49	112375
101-336.000-801.000	BREATHING AIR TESTS AND MAINTANE	BREATHING AIR SYSTEMS	BREATHING AIR TESTS AND MAINTANENCE	917.48	112360
101-336.000-801.000	PREEMPLOYMENT DRUG TEST - K. JOS CE & A PROFESSIONAL SERVIC	PREEMPLOYMENT DRUG TEST - K. JOSWIAK	PREEMPLOYMENT DRUG TEST - K. JOSWIAK	28.50	112363
101-336.000-920.000	502806085 - 77 E CARLETON - FIRE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 77 E CARLETON	812.39	1375
Total For Dept 336.000 FIRE DEPARTMENT				1,791.43	
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-726.000	"RECEIVED" STAMP - DPS OFFICE	AMAZON CAPITAL SERVICES, I	"RECEIVED" STAMP - DPS OFFICE	26.68	112355
101-441.000-726.000	XXL WORK GLOVES	AMAZON CAPITAL SERVICES, I	XXL WORK GLOVES	37.99	112355
101-441.000-726.000	WATER - 149 WATERWORKS	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	7.63	112377
101-441.000-726.008	SAFETY CABINETS SUPPLIES	CINTAS CORPORATION	SAFETY CABINETS - BPU, DPS	99.23	112365
101-441.000-742.000	CLOTHING / UNIFORMS	DAVID WHALEY	BOOT & CLOTHING ALLOWANCE	39.56	112368
101-441.000-742.000	CLOTHING ALLOWANCE - DREW HAINES	POWERS CLOTHING, INC.	CLOTHING ALLOWANCE - DREW HAINES	125.00	112399
101-441.000-801.000	MATS, MOP	CINTAS CORPORATION	MATS, RAGS, FENDER COVER, MOP - DPS	50.44	112365
101-441.000-801.000	MATS, MOP	CINTAS CORPORATION	DPS - MATS, RAGS, FENDER COVER, MOP	50.44	112365
101-441.000-955.441	MISC. - SHOE ALLOWANCE	DAVID WHALEY	BOOT & CLOTHING ALLOWANCE	116.59	112368
101-441.000-955.441	REIMBURSEMENT - BOOT ALLOWANCE	LEWIS DINGESS	REIMBURSEMENT - BOOT ALLOWANCE	201.39	112386
101-441.000-955.441	BOOT ALLOWANCE - OWNE RYAN	POWERS CLOTHING, INC.	BOOT ALLOWANCE - OWEN RYAN	202.49	112399
101-441.000-955.441	MISC. - SHOE ALLOWANCE	POWERS CLOTHING, INC.	BOOT ALLOWANCE - DREW HAINES	62.50	112399
101-441.000-955.588	SCREENING/TESTING - L. SMITH	JONESVILLE HEALTH CARE PLI	SCREENING/TESTING - L. SMITH	115.00	112383
101-441.000-955.588	SCREENING/TESTING - D. HAINES	JONESVILLE HEALTH CARE PLI	SCREENING/TESTING - D. HAINES	115.00	112383
101-441.000-955.588	SCREENING/DRUG TESTING - L. DING	STRESS FREE DOT'S LLC	SCREENING/DRUG TESTING - L. DINGESS	155.00	112411
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				1,404.94	
Dept 447.000 ENGINEERING SERVICES					
101-447.000-802.000	AUTOCAD CIVIL3D FOR ENGINEERING	DLT SOLUTIONS, LLC	AUTOCAD LICENSING	2,819.20	112370
Total For Dept 447.000 ENGINEERING SERVICES				2,819.20	
Dept 595.000 AIRPORT					
101-595.000-726.000	TOILET PAPER, FACIAL TISSUE	CARD SERVICES CENTER	T. STEBELTON CREDIT CARD	190.29	1384
101-595.000-801.000	AWOS - OCT - DEC 2025	STATE OF MICHIGAN	AWOS - OCT - DEC 2025	650.47	112408
101-595.000-801.000	MERCHANT EQUIP RENTAL BILLING	AVFUEL CORP	MERCHANT EQUIP RENTAL BILLING	20.00	1383
101-595.000-801.000	REFUELING TRUCK RENTAL BILLING	AVFUEL CORP	REFUELING TRUCK RENTAL BILLING	950.00	1383
101-595.000-818.000	AIRPORT UNDERGROUND TANK INSURAN	MID-CONTINENT CASUALTY COM	AIRPORT UNDERGROUND TANK INSURANCE	500.00	112393
101-595.000-920.000	PROPANE - NEW TERMINAL	SPRATT'S TRADING POST INC	PROPANE - NEW TERMINAL	607.91	112406

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 595.000 AIRPORT					
101-595.000-920.000	PROPANE - TERMINAL	SPRATT'S TRADING POST INC	PROPANE - TERMINAL	398.15	112406
101-595.000-920.000	PROPANE - BIG HANGAR	SPRATT'S TRADING POST INC	PROPANE - BIG HANGAR	209.98	112406
Total For Dept 595.000 AIRPORT				3,526.80	
Dept 701.000 PLANNING DEPARTMENT					
101-701.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES - ASSESSING	49.13	112367
101-701.000-726.000	OFFICE SUPPLIES	CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES	22.39	112367
101-701.000-726.000	STAMPS - ZONING NOTICES	CARD SERVICES CENTER	K. THOMAS CREDIT CARD	176.96	1384
101-701.000-801.372	CONTRACTUAL SERVICES - CODE ENFO	CARD SERVICES CENTER	K. THOMAS CREDIT CARD	88.48	1384
101-701.000-956.000	1 DAY REMOTE TRAINING	BS&A SOFTWARE	BUILDING DEPARTMENT & FIELD INSPECTION	1,225.00	112361
Total For Dept 701.000 PLANNING DEPARTMENT				1,561.96	
Total For Fund 101 GENERAL FUND				23,207.65	
Fund 203 LOCAL STREET FUND					
Dept 470.000 TREES					
203-470.000-801.000	TREE REMOVAL - 9 WALDRON	WICKHAM TREE SERVICE, LLC	TREE REMOVAL - 9 WALDRON	4,900.00	112419
Total For Dept 470.000 TREES				4,900.00	
Total For Fund 203 LOCAL STREET FUND				4,900.00	
Fund 247 TAX INCREMENT FINANCE ATH.					
Dept 900.000 CAPITAL OUTLAY					
247-900.000-806.000	TRANSFER OF DAWN THEATER LIQUOR	ADKISON NEED ALLEN & RENTF	TRANSFER OF DAWN THEATER LIQUOR LICENSE	3,987.27	112353
247-900.000-920.000	507035798 - 110 N BROAD - DAWN	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 110 N BROAD	626.30	1372
Total For Dept 900.000 CAPITAL OUTLAY				4,613.57	
Total For Fund 247 TAX INCREMENT FINANCE ATH.				4,613.57	
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-726.000	VELCRO PIECES FOR CARDBOARD CASE	AMAZON CAPITAL SERVICES, I	VELCRO DOTS FOR CARDBOARD CASES	4.99	112355
271-790.000-726.000	WATER - LIBRARY	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE	7.63	112377
271-790.000-726.000	HAND SOAP	CARD SERVICES CENTER	R. DOBSKI CREDIT CARD	378.40	1384
271-790.000-920.000	503691550 - 12 N MANNING - LIBRA	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 12 N MANNING	1,543.64	1377
271-790.000-982.000	BOOKS - FEB26 ADULT	AMAZON CAPITAL SERVICES, I	BOOKS - FEB26 ADULT	9.17	112355
271-790.000-982.000	TV SERIES FOR DVD COLLECTION	AMAZON CAPITAL SERVICES, I	TV SERIES FOR DVD COLLECTION	220.29	112355
271-790.000-982.000	MOVIE CASES	AMAZON CAPITAL SERVICES, I	MOVIE CASES	50.24	112355
271-790.000-982.000	BOOKS - FEB26 ADULT	AMAZON CAPITAL SERVICES, I	BOOKS - FEB26 ADULT	19.24	112355
271-790.000-982.000	BOOKS - FEB26 ADULT	AMAZON CAPITAL SERVICES, I	BOOKS - FEB26 ADULT	15.74	112355
271-790.000-982.000	RETURN OF SLOW HORSES FOR A BETT	AMAZON CAPITAL SERVICES, I	RETURN OF SLOW HORSES FOR A BETTER VERE	(18.59)	112355
271-790.000-982.000	MOVIE AND 3D GLASSES FOR MOVIES	AMAZON CAPITAL SERVICES, I	MOVIE AND 3D GLASSES FOR MOVIES	16.98	112355
271-790.000-982.000	BOOKS - FEB26 ADULT	INGRAM LIBRARY SERVICES	BOOKS - FEB26 ADULT	15.97	112382
271-790.000-982.000	BOOKS - JAN26 ADULT	INGRAM LIBRARY SERVICES	BOOKS - JAN26 ADULT	36.26	112382
271-790.000-982.000	BOOKS - FEB26 ADULT	INGRAM LIBRARY SERVICES	BOOKS - FEB26 ADULT	90.90	112382
271-790.000-982.000	BOOKS - FEB26 ADULT	INGRAM LIBRARY SERVICES	BOOKS - FEB26 ADULT	18.13	112382
271-790.000-982.000	BOOKS - FEB26 ADULT	INGRAM LIBRARY SERVICES	BOOKS - FEB26 ADULT	17.59	112382
271-790.000-982.000	BOOKS	CARD SERVICES CENTER	R. DOBSKI CREDIT CARD	34.69	1384
Total For Dept 790.000 LIBRARY				2,461.27	
Dept 792.000 LIBRARY - CHILDREN'S AREA					
271-792.000-726.000	BINGO PRIZES	CARD SERVICES CENTER	R. DOBSKI CREDIT CARD	45.49	1384
271-792.000-726.010	DINOSAURS AND REPTILES PROGRAM	DYNAMIC WEST ASSEMBLIES, I	DINOSAURS AND REPTILES PROGRAM	595.00	112371

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 02/26/2026 - 02/26/2026
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 271 LIBRARY FUND					
Dept 792.000 LIBRARY - CHILDREN'S AREA					
271-792.000-726.792	MAGAZINE HOLDERS	CARD SERVICES CENTER	R. DOBSKI CREDIT CARD	407.73	1384
271-792.000-982.000	RETURN OF TRICERATOPPOSITE BOOK	AMAZON CAPITAL SERVICES,	RETURN OF TRICERATOPPOSITE BOOK WE DIDN	(17.72)	112355
271-792.000-982.000	BOOKS - JAN26 CHI	INGRAM LIBRARY SERVICES	BOOKS - JAN26 CHI	25.44	112382
271-792.000-982.000	BOOKS - FEB26 CHI	INGRAM LIBRARY SERVICES	BOOKS - FEB26 CHI	85.26	112382
271-792.000-982.000	BOOKS - FEB26 CHI	INGRAM LIBRARY SERVICES	BOOKS - FEB26 CHI	12.18	112382
271-792.000-982.001	BOOKS - FROM DONATION MONIES	CARD SERVICES CENTER	R. DOBSKI CREDIT CARD	7.26	1384
Total For Dept 792.000 LIBRARY - CHILDREN'S AREA				1,160.64	
Total For Fund 271 LIBRARY FUND				3,621.91	
Fund 481 AIRPORT IMPROVEMENT FUND					
Dept 900.000 CAPITAL OUTLAY					
481-900.000-740.295	FUEL & LUBRICANTS - AVIATION	AVFUEL CORP	JET-A-FUEL	20,664.86	1383
Total For Dept 900.000 CAPITAL OUTLAY				20,664.86	
Total For Fund 481 AIRPORT IMPROVEMENT FUND				20,664.86	
Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	FUSE LINK - 3 AMP T	POWER LINE SUPPLY	INVENTORY	62.40	112398
582-000.000-110.000	CONNECTOR - GROUND ROD	POWER LINE SUPPLY	INVENTORY	81.40	112398
582-000.000-110.000	INSULATOR BOOT	POWER LINE SUPPLY	INSULATOR BOOT	4,214.00	112398
582-000.000-202.100	4CCH	SHANNON, BRIAN	UB refund for account: 035059	126.00	112405
582-000.000-264.000	CITY SHARE OF AMP ASSETS	MICHIGAN SOUTH CENTRAL POW	MSCPA MEMBER POWER BILLING - JAN 2026	10,000.00	1386
Total For Dept 000.000				14,483.80	
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES,	SUPPLIES - 45 MONROE STREET	136.22	112355
582-175.000-726.000	DRY ERASE BOARD AND MARKERS	AMAZON CAPITAL SERVICES,	DRY ERASE BOARD AND MARKERS	21.44	112355
582-175.000-726.000	BALLPOINT PENS	AMAZON CAPITAL SERVICES,	BALLPOINT PENS	6.29	112355
582-175.000-726.000	SUPPLIES - 45 MONROE STREET - P	CURRENT OFFICE SOLUTIONS	SUPPLIES - 45 MONROE STREET - PAPER	52.80	112367
582-175.000-726.000	TIDE ORIG	HILLSDALE MARKET HOUSE, I	TIDE ORIG	33.47	112380
582-175.000-726.000	POSTAGE SUPPLIES	QUADIENT FINANCE USA, INC.	POSTAGE SUPPLIES -JANUARY 2026	1,286.76	112400
582-175.000-726.000	WATER 45 MONROE ST	RUPERT'S CULLIGAN	WATER 45 MONROE ST	19.50	112403
582-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS AT 45 MONROE ST	2.50	112365
582-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS AT 45 MONROE ST	2.50	112365
582-175.000-802.000	USB CABLES AND MAG CHARGERS	AMAZON CAPITAL SERVICES,	USB CABLES AND MAG CHARGERS	45.24	112355
582-175.000-802.000	SHREDDER AND COMMAND STRIPS	AMAZON CAPITAL SERVICES,	SHREDDER AND COMMAND STRIPS	11.01	112355
582-175.000-802.000	TRAIL CAMERA NOTIFICATION SUBSCR	CARD SERVICES CENTER	B. JANES CREDIT CARD	10.00	1384
582-175.000-810.000	2025 SAFETY AWARD	CARD SERVICES CENTER	K. KEASAL CREDIT CARD	50.00	1384
582-175.000-956.000	PARKING FEE - 811 CONFERENCE & E	CARD SERVICES CENTER	K. KEASAL CREDIT CARD	31.00	1384
582-175.000-956.200	MEAL - MSCPA MEETING	CARD SERVICES CENTER	D. MACKIE CREDIT CARD	30.59	1384
Total For Dept 175.000 ADMINISTRATIVE SERVICES				1,739.32	
Dept 544.000 OPERATIONS					
582-544.000-726.000	2 HOLE STRAP	GELZER HJ & SON INC	2 HOLE STRAP	11.37	112375
582-544.000-726.000	UTILITY KNIFE	GELZER HJ & SON INC	UTILITY KNIFE	19.41	112375
582-544.000-726.000	FASTENERS & ANCHORS	GELZER HJ & SON INC	FASTENERS & ANCHORS	3.24	112375
582-544.000-726.000	PADLOCKS	GRAINGER INDUSTRIAL SUPPLY	PADLOCKS	102.51	112376
582-544.000-726.000	2IN BOX ADAPTER	KENDALL ELECTRIC	2IN BOX ADAPTER	25.28	112384
582-544.000-726.000	2IN PVC EXP CPLG SCH 40	KENDALL ELECTRIC	2IN PVC EXP CPLG SCH 40	203.90	112384
582-544.000-726.000	2IN PVC EXP CPLG SCH40	KENDALL ELECTRIC	2IN PVC EXP CPLG SCH40	407.80	112384
582-544.000-726.000	WIRE/SMALL 80CF SILVER	NEFCO	WIRE/SMALL 80CF SILVER	75.08	112394

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 544.000 OPERATIONS					
582-544.000-726.008	LENS WIPES/CLOROX WIPES	AMAZON CAPITAL SERVICES, I	LENS WIPES/CLOROX WIPES	77.43	112355
582-544.000-726.008	GLOVES	AMAZON CAPITAL SERVICES, I	GLOVES	667.64	112355
582-544.000-726.008	SAFETY CABINETS SUPPLIES	CINTAS CORPORATION	SAFETY CABINETS - BPU, DPS	145.34	112365
582-544.000-726.008	FOLDING KNIVES	CARD SERVICES CENTER	K. KEASAL CREDIT CARD	289.00	1384
582-544.000-730.000	WINDSHIELD WASHER SOLV	FAMILY FARM & HOME	WINDSHIELD WASHER SOLV	11.94	112373
582-544.000-730.000	MAJIC GAL YEL ENAMEL/BRUSH/WIRE	FAMILY FARM & HOME	MAJIC GAL YEL ENAMEL/BRUSH/WIRE CUP BRU	102.96	112373
582-544.000-730.000	MAJIC CYCEL ENAMEL/POLY BRUSH/BR	FAMILY FARM & HOME	MAJIC CYCEL ENAMEL/POLY BRUSH/BRUSH ANC	38.96	112373
582-544.000-730.000	MAJIC GAL ENAMEL/POLY BRUSH	FAMILY FARM & HOME	MAJIC GAL ENAMEL/POLY BRUSH	65.98	112373
582-544.000-730.000	MOBILE RADIO/ANTENNA MOUNT/BASE	RAYLECOM COMMUNICATIONS, I	MOBILE RADIO/ANTENNA MOUNT/BASE	1,180.50	112401
582-544.000-730.000	REPAIRS TO INTERNATIONAL 2020	SELKING INTERNATIONAL, LLC	REPAIRS TO INTERNATIONAL 2020	2,535.55	112404
582-544.000-730.000	BOTTOM STEP	SELKING INTERNATIONAL, LLC	BOTTOM STEP	43.94	112404
582-544.000-730.000	FILLER CAP	SPRATT'S TRADING POST INC	FILLER CAP	6.49	112406
582-544.000-730.000	REAR IDLER	CARD SERVICES CENTER	B. JANES CREDIT CARD	540.60	1384
582-544.000-739.000	MSCPA MEMBER POWER BILLING - JAN	MICHIGAN SOUTH CENTRAL POW	MSCPA MEMBER POWER BILLING - JAN 2026	838,328.60	1386
582-544.000-740.300	504504154 - 201 WATERWORKS XX -	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS X	20.12	1379
582-544.000-740.400	504504154 - 201 WATERWORKS XX -	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS X	20.12	1379
582-544.000-742.000	UNIFORMS 2026	POWER LINE SUPPLY	UNIFORMS 2026	210.00	112398
582-544.000-742.000	UNIFORMS 2026	POWER LINE SUPPLY	UNIFORMS 2026	1,017.00	112398
582-544.000-742.000	UNIFORMS 2026	POWER LINE SUPPLY	UNIFORMS 2026	590.00	112398
582-544.000-801.000	ENVIRONMENTAL SERVICES	AMERICAN MUNICIPAL POWER,	ENVIRONMENTAL SERVICES	110.00	112357
582-544.000-801.000	SCREENING/TESTING - C. BABCOCK	JONESVILLE HEALTH CARE PLI	SCREENING/TESTING - C. BABCOCK	100.00	112383
582-544.000-801.000	TROUBLESHOOT ENGINE #5	UIS SCADA, INC.	TROUBLESHOOT ENGINE #5	864.00	112413
582-544.000-801.300	SOUTH WEST TRIMMING	CHOP	SOUTH WEST TRIMMING	37,134.00	112364
582-544.000-920.000	504504154 - 201 WATERWORKS - PP	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS	2,997.18	1378
582-544.000-930.000	RED THIN CUT/WHITE/BLK/GREEN	AMERICAN COPPER AND BRASS,	RED THIN CUT/WHITE/BLK/GREEN	84.65	112356
582-544.000-930.000	INSECT TRAP/ORGANIZER JR SORTMAS	FAMILY FARM & HOME	INSECT TRAP/ORGANIZER JR SORTMASTER	32.96	112373
582-544.000-930.025	SUPPLIES	AMERICAN COPPER AND BRASS,	SUPPLIES	327.93	112356
582-544.000-930.025	HARDWARE/MASONARY DRILL BIT	GELZER HJ & SON INC	HARDWARE/MASONARY DRILL BIT	17.85	112375
582-544.000-930.025	HANGER W/BOLT/MAGNETS	KENDALL ELECTRIC	HANGER W/BOLT/MAGNETS	88.59	112384
582-544.000-930.025	ROTELLA TI 40 (CF/SI) DRUM	MERLE BOES, INC.	ROTELLA TI 40 (CF/SI) DRUM	5,353.00	112389
582-544.000-930.025	SUPPLIES	SUPERIOR INDUSTRIAL SALES	SUPPLIES	1,399.22	112412
582-544.000-930.025	HEAD GASKET KIT	WHEELER WORLD INC	HEAD GASKET KIT	3,541.55	112417
582-544.000-930.546	LED HIDR CCT SELECTABLE LAMP	KENDALL ELECTRIC	LED HIDR CCT SELECTABLE LAMP	151.60	112384
582-544.000-930.546	LED HIDR CCT SELECTABLE LAMP	KENDALL ELECTRIC	LED HIDR CCT SELECTABLE LAMP	252.67	112384
Total For Dept 544.000 OPERATIONS				899,195.96	
Dept 900.000 CAPITAL OUTLAY					
582-900.000-970.000-215016	INDUSTRIAL SUBSTATION GENERAL CO	KENT POWER UTILITY SERVICE	INDUSTRIAL SUBSTATION GENERAL CONSTRUCTI	18,435.42	112385
582-900.000-970.000-215016	INDUSTRIAL SUBSTATION CONSTRUCTI	KENT POWER UTILITY SERVICE	INDUSTRIAL SUBSTATION CONSTRUCTION	130,680.02	112385
582-900.000-970.000-215016	INDUSTRIAL SUBSTATION CONSTRUCTI	KENT POWER UTILITY SERVICE	INDUSTRIAL SUBSTATION CONSTRUCTION	229,858.92	112385
582-900.000-970.000-215016	INDUSTRIAL SUBSTATION PROJECT	SSEO, INC.	INDUSTRIAL SUBSTATION PROJECT	6,531.25	112407
Total For Dept 900.000 CAPITAL OUTLAY				385,505.61	
Total For Fund 582 ELECTRIC FUND				1,300,924.69	
Fund 588 DIAL A RIDE					
Dept 596.000 DIAL-A-RIDE					
588-596.000-730.000	PORTABLE HEATER	CARD SERVICES CENTER	M. LOREN CREDIT CARD	34.99	1384
588-596.000-801.000	CLEARANCE LIGHT WIRING REPAIR -	HILLSDALE COMMUNITY SCHOOI	CLEARANCE LIGHT WIRING REPAIR - #61	193.40	112379
588-596.000-801.000	DART #59 - TOW TO STURGIS FOR WA	HILLSDALE TOWING	DART #59 - TOW TO STURGIS FOR WARRANTY	525.00	112381
588-596.000-818.000	LIABILITY TRUST FUND	MICHIGAN TRANSIT POOL	LIABILITY TRUST FUND - 2ND QUARTER	2,557.00	112392
588-596.000-920.000	507035798 - 981 DEVELOPMENT DR -	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 981 DEVELOPMENT I	464.35	1382

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 02/26/2026 - 02/26/2026
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 588 DIAL A RIDE					
Dept 596.000 DIAL-A-RIDE					
Total For Dept 596.000 DIAL-A-RIDE				3,774.74	
Total For Fund 588 DIAL A RIDE				3,774.74	
Fund 590 SEWER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, I	SUPPLIES - 45 MONROE STREET	68.11	112355
590-175.000-726.000	DRY ERASE BOARD AND MARKERS	AMAZON CAPITAL SERVICES, I	DRY ERASE BOARD AND MARKERS	10.71	112355
590-175.000-726.000	BALLPOINT PENS	AMAZON CAPITAL SERVICES, I	BALLPOINT PENS	3.15	112355
590-175.000-726.000	SUPPLIES - 45 MONROE STREET - P	CURRENT OFFICE SOLUTIONS	SUPPLIES - 45 MONROE STREET - PAPER	26.40	112367
590-175.000-726.000	POSTAGE SUPPLIES	QUADIENT FINANCE USA, INC.	POSTAGE SUPPLIES -JANUARY 2026	643.38	112400
590-175.000-726.000	WATER 45 MONROE ST	RUPERT'S CULLIGAN	WATER 45 MONROE ST	9.75	112403
590-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS AT 45 MONROE ST	1.25	112365
590-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS AT 45 MONROE ST	1.25	112365
590-175.000-955.588	CDL CLASS -C. BURNS	ABC TRAINING AND TESTING	CDL CLASS -C. BURNS	847.50	112351
Total For Dept 175.000 ADMINISTRATIVE SERVICES				1,611.50	
Dept 546.000 OPERATIONS					
590-546.000-726.000	PADLOCKS	GRAINGER INDUSTRIAL SUPPL	PADLOCKS	51.26	112376
590-546.000-726.008	UPS PACKAGE	HILLSDALE MARKET HOUSE, I	UPS PACKAGE	10.84	112380
590-546.000-727.800	DISTILLED LAB WATER - 101 W GALL	RUPERT'S CULLIGAN	DISTILLED LAB WATER - 101 W GALLOWAY	27.00	112403
590-546.000-727.800	CL2 AND SO2 WWTP	WATER SOLUTIONS UNLIMITED	CL2 AND SO2 WWTP	3,265.05	112415
590-546.000-727.800	CL2 AND SO2 WWTP	WATER SOLUTIONS UNLIMITED	FERROUS CHLORIDE	7,193.00	112415
590-546.000-730.000	MOBILE RADIO/ANTENNA MOUNT/BASE	RAYLECOM COMMUNICATIONS, I	MOBILE RADIO/ANTENNA MOUNT/BASE	1,377.25	112401
590-546.000-801.000	SCREENING/TESTING - D. WARD	JONESVILLE HEALTH CARE PLI	SCREENING/TESTING - D. WARD	115.00	112383
590-546.000-801.000	BEF QUARTERLY / MONTHLY	MERIT LABORATORIES	BEF QUARTERLY / MONTHLY	210.00	112388
590-546.000-801.000	QC COLILERT VESSEL CERTIFICATION	PARAGON LABORATORIES, INC.	QC COLILERT VESSEL CERTIFICATION	50.00	112395
590-546.000-801.000	101 GALLOWAY - GRIT DUMPSTER REM	REPUBLIC SERVICES OF KALAM	101 GALLOWAY - GRIT DUMPSTER REMOVAL	47.79	112402
590-546.000-920.000	505161747 - 1999 W HALLETT ST	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 1999 W HALLETT ST	46.70	1376
590-546.000-920.000	505161747 - 139 E SOUTH ST	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 139 E SOUTH ST	42.54	1380
590-546.000-920.000	505161747 - 3879 W CARLETON RD	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 3879 W CARLETON F	42.54	1381
590-546.000-930.000	PLUMBING	AMERICAN COPPER AND BRASS,	PLUMBING	12.40	112356
590-546.000-930.000	TANK /TORCH KIT RED DR	FAMILY FARM & HOME	TANK /TORCH KIT RED DR	69.99	112373
590-546.000-930.000	LIGHT FIXTURE REPAIR	GELZER HJ & SON INC	LIGHT FIXTURE REPAIR	17.77	112375
590-546.000-930.000	CHLORINE DIFFUSER PLUBMING	MCMASTER - CARR	CHLORINE DIFFUSER PLUBMING	240.71	112387
590-546.000-930.000	CONNECT PROGRAM NEW DO METERS	UIS SCADA, INC.	CONNECT PROGRAM NEW DO METERS	895.00	112413
590-546.000-930.000	DO SENSOR CABLE 480042Y	YSI INC.	DO SENSOR AND CABLE	205.34	112420
590-546.000-930.000	DO METER, CABLE AND PROBE, NORTH	YSI INC.	DO METER AND PROBE, NORTH DITCH	205.34	112420
590-546.000-956.000	BASIC WASTEWATER OPERATION TRAIN	MICHIGAN RURAL WATER ASSOC	BASIC WASTEWATER OPERATION TRAINING - F	800.00	112391
Total For Dept 546.000 OPERATIONS				14,925.52	
Total For Fund 590 SEWER FUND				16,537.02	
Fund 591 WATER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, I	SUPPLIES - 45 MONROE STREET	68.11	112355
591-175.000-726.000	DRY ERASE BOARD AND MARKERS	AMAZON CAPITAL SERVICES, I	DRY ERASE BOARD AND MARKERS	10.71	112355
591-175.000-726.000	BALLPOINT PENS	AMAZON CAPITAL SERVICES, I	BALLPOINT PENS	3.14	112355
591-175.000-726.000	SUPPLIES - 45 MONROE STREET - P	CURRENT OFFICE SOLUTIONS	SUPPLIES - 45 MONROE STREET - PAPER	26.40	112367
591-175.000-726.000	POSTAGE SUPPLIES	QUADIENT FINANCE USA, INC.	POSTAGE SUPPLIES -JANUARY 2026	643.38	112400
591-175.000-726.000	WATER 45 MONROE ST	RUPERT'S CULLIGAN	WATER 45 MONROE ST	9.75	112403
591-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS AT 45 MONROE ST	1.25	112365
591-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS AT 45 MONROE ST	1.25	112365
591-175.000-955.588	CDL CLASS -C. BURNS	ABC TRAINING AND TESTING	CDL CLASS -C. BURNS	847.50	112351

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
Total For Dept 175.000 ADMINISTRATIVE SERVICES				1,611.49	
Dept 543.000 OPERATIONS					
591-543.000-726.000	PROPANE TANK AND BURNER - FROZE	FAMILY FARM & HOME	PROPANE TANK AND BURNER - FROZE WATER I	139.98	112373
591-543.000-726.000	PADLOCKS	GRAINGER INDUSTRIAL SUPPLY	PADLOCKS	51.26	112376
591-543.000-726.008	UPS PACKAGE	HILLSDALE MARKET HOUSE,	UPS PACKAGE	10.84	112380
591-543.000-727.800	HYPO CLEAN / ADDITIVE	WATER SOLUTIONS UNLIMITED	HYPO CLEAN / ADDITIVE	258.37	112415
591-543.000-730.000	MOBILE RADIO/ANTENNA MOUNT/BASE	RAYLECOM COMMUNICATIONS,	IMOBILE RADIO/ANTENNA MOUNT/BASE	1,377.25	112401
591-543.000-740.000	WELL 4/5 GENERATOR FUEL	WATKINS OIL COMPANY, INC.	WELL 4/5 GENERATOR FUEL	1,424.61	112416
591-543.000-801.000	SCREENING/TESTING - C. BURNS	JONESVILLE HEALTH CARE	PLI SCREENING/TESTING - C. BURNS	100.00	112383
591-543.000-801.000	SCREENING/TESTING - J. LUCE	JONESVILLE HEALTH CARE	PLI SCREENING/TESTING - J. LUCE	100.00	112383
591-543.000-930.000	TANK /TORCH KIT RED DR	FAMILY FARM & HOME	TANK /TORCH KIT RED DR	69.99	112373
591-543.000-930.000	TROUBLE SHOOT COMM / EFF METER	UIS SCADA, INC.	TROUBLE SHOOT COMM / EFF METER	4,573.00	112413
591-543.000-956.000	TRAINING & SEMINARS	CARD SERVICES CENTER	J. BLAKE CREDIT CARD	158.00	1384
Total For Dept 543.000 OPERATIONS				8,263.30	
Dept 900.000 CAPITAL OUTLAY					
591-900.000-970.000-215055	WELL STANDBY GENERATOR WELL 4 AN	CLARK ELECTRIC INC.	WELL STANDBY GENERATOR WELL 4 AND 5	39,106.04	112366
Total For Dept 900.000 CAPITAL OUTLAY				39,106.04	
Total For Fund 591 WATER FUND				48,980.83	
Fund 633 PUBLIC SERVICES INV. FUND					
Dept 000.000					
633-000.000-101.000	SALT (TONS)	DETROIT SALT COMPANY, LLC	149.55T SALT	9,834.41	112369
633-000.000-101.000	COLD PATCH	UNIQUE PAVING MATERIALS	CC28.26 T COLD PATCH	3,423.99	112414
Total For Dept 000.000				13,258.40	
Total For Fund 633 PUBLIC SERVICES INV. FUND				13,258.40	
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 443.000 MOBILE EQUIPMENT MAINTENANCE					
640-443.000-726.000	RAGS, FENDER COVER	CINTAS CORPORATION	MATS, RAGS, FENDER COVER, MOP - DPS	9.54	112365
640-443.000-726.000	RAGS, FENDER COVER	CINTAS CORPORATION	DPS - MATS, RAGS, FENDER COVER, MOP	9.54	112365
640-443.000-726.000	1/4" RIGHT ANGLE ADAPTER - DHOP	GELZER HJ & SON INC	1/4" RIGHT ANGLE ADAPTER - DHOP SUPPLIE	31.99	112375
640-443.000-726.000	TUBING BENDER	PERFORMANCE AUTOMOTIVE	TUBING BENDER, POLY ARM (#15)	31.19	112397
640-443.000-726.000	FLARE NUT WRENCHES DPS GARAGE	PERFORMANCE AUTOMOTIVE	FLARE NUT WRENCHES DPS GARAGE	48.46	112397
640-443.000-726.000	PULLER/INST. KIT	PERFORMANCE AUTOMOTIVE	PULLER/INST. KIT	47.89	112397
640-443.000-726.000	CALIPER PRESS - SHOP SUPPLIES	PERFORMANCE AUTOMOTIVE	CALIPER PRESS - SHOP SUPPLIES	76.39	112397
640-443.000-730.000	WIPER ASSY - #11	AUTO PARK FORD	WIPER ASSY - #11	29.58	112359
640-443.000-730.000	HOSE REPAIR - #134	GELZER HJ & SON INC	HOSE REPAIR - #134	40.72	112375
640-443.000-730.000	PLY ARM #15	PERFORMANCE AUTOMOTIVE	TUBING BENDER, POLY ARM (#15)	3.41	112397
640-443.000-730.000	TUBE ADAPTER #15	PERFORMANCE AUTOMOTIVE	TUBE ADAPTER #15	5.17	112397
640-443.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	PERFORMANCE AUTOMOTIVE	CALIPER (#15). PUMP AND POWER STEERING	81.92	112397
640-443.000-730.000	POWER PUMP CREDIT	PERFORMANCE AUTOMOTIVE	POWER PUMP CREDIT, DEXRON #124	0.07	112397
640-443.000-730.000	BREAK PADS - DART #58	PERFORMANCE AUTOMOTIVE	BREAK PADS - DART #58	165.50	112397
640-443.000-730.000	POSTAGE - MAIL RADIO TO TRUCK &	CARD SERVICES CENTER	J. BLAKE CREDIT CARD	12.85	1384
640-443.000-801.000	INSTALL DOOR DECALS - #1 F350	STOCKHOUSE CORPORATION	INSTALL DOOR DECALS - #1 F350	85.00	112410
640-443.000-801.000	WELD/REPAIR LOADER CLAM BUCKET #	WHITE'S WELDING SERVICE	WELD/REPAIR LOADER CLAM BUCKET #20.4	300.00	112418
640-443.000-801.000	WE/REPAIR JOHN DEERE BROOM FRAME	WHITE'S WELDING SERVICE	WE/REPAIR JOHN DEERE BROOM FRAME - #52	250.00	112418
640-443.000-920.000	505153845 - 149 WATERWORKS - RME	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 149 WATERWORKS	1,237.28	1373
Total For Dept 443.000 MOBILE EQUIPMENT MAINTENANCE				2,466.50	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
EXP CHECK RUN DATES 02/26/2026 - 02/26/2026
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Total For Fund 640 REVOLVING MOBILE EQUIP. FUND				<u>2,466.50</u>	

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User: lsergent
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
EXP CHECK RUN DATES 02/26/2026 - 02/26/2026
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PAID

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

Fund 101 GENERAL FUND	23,207.65
Fund 203 LOCAL STREET FU	4,900.00
Fund 247 TAX INCREMENT I	4,613.57
Fund 271 LIBRARY FUND	3,621.91
Fund 481 AIRPORT IMPROVI	20,664.86
Fund 582 ELECTRIC FUND	1,300,924.69
Fund 588 DIAL A RIDE	3,774.74
Fund 590 SEWER FUND	16,537.02
Fund 591 WATER FUND	48,980.83
Fund 633 PUBLIC SERVICES	13,258.40
Fund 640 REVOLVING MOBII	2,466.50

Total For All Funds:	<u>1,442,950.17</u>
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CITY COUNCIL MINUTES

City of Hillsdale
March 2, 2026
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Scott Sessions opened the meeting with the Pledge of Allegiance.

Roll Call

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

Council Members present:	Scott Sessions, Mayor R Greg Stuchell, Ward 1 William Morrissey, Ward 2 Matthew Bentley, Ward 2 Gary Wolfram, Ward 3 Bob Flynn, Ward 3 Robert Socha, Ward 4 Joshua Paladino, Ward 4
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Council Members absent:	Jacob Bruns, Ward 1
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Also Present: David Mackie (City Manager), Sam Fry (Assistant City Manager), Katy Price (City Clerk), Tom Thompson (City Attorney), Jason Blake (DPS Director), Olivia Jones (Zoning Administrator), Rob Stiverson (City Engineer), Brandon Janes (City IT) Robert Eichler, Mark Nichols, Penny Swan, CJ Toncray, Amber Yoder, George Allen, Lance Lashaway, Sheri Ingles, Doug Ingles, Joshua Waechter, Parker Hjelmberg, Jonathon Apel,

Approval of Agenda

City Manager Mackie asked Council to remove New Business item C. LifeWays Facility Bond Proclamation as Councilman Bruns requested it due to his absence.

Motion by Councilman Morrissey, supported by Councilman Flynn to remove New Business item C. LifeWays Facility Bond Proclamation.

All ayes. Motion carried.

Motion by Councilman Morrissey, support by Councilman Socha, to approve the agenda as amended.

All ayes. Motion carried.

Public Comment

George Allen.

Consent Agenda

- A. Approval of Bills
 - 1. City and BPU Claims of February 12, 2026: \$237,931.05
 - 2. Payroll of February 12, 2026: \$214,983.53
- B. City Council Minutes of February 16, 2026
- C. Finance Minutes of February 16, 2026

Motion by Councilman Morrissey, support by Councilman Socha, to approve the consent agenda as presented.

Roll Call:

Councilman Flynn	Aye
Councilman Morrissey	Aye
Councilman Paladino	Aye

Councilman Socha	Aye
Councilman Stuchell	Aye
Councilman Wolfram	Aye
Mayor Sessions	Aye
Councilman Bentley	Aye
Councilman Flynn	Aye

Motion passed 8-0

Communication/Petitions

- A. Spring 2026 Cemetery Clean-up Oak Grove & Lakeview Cemeteries
- B. Hillsdale County Commissioner Update – Doug Ingles

County Commissioner Ingles gave an update on the County.

Introduction and Adoption of Ordinances/Public Hearings

- A. Ordinance Amendment to Rezone 120 S Broad St

An Ordinance to amend Section 36-143 of Division 1, of Article III of Chapter 36 of the code of the City of Hillsdale. The City of Hillsdale Ordains that the zoning classification of the following described property should be and is hereby changed from R-1, One Family Residential District, to B-1, Local Business District:

120 S Broad Street – Parcel No. 006-426-356-03 W4 LOT 42 EXC PARCEL COM AT SE COR OF SD LOT TH RUNG N'LY ALG THE E'LY LN OF SD LOT, 45 FT TH W'LY TO A POINT IN THE W'LY LN OF SD LOT 42.5 FT N OF SW COR TH S 42.5 FT TO SW COR SD LOT, TH E TO POB. PART LOT 42 FERRIS ADDN FOURTH WARD AS OF 12/31/2018 - WARD 4

The City of Hillsdale Further Ordains that Section 36-143 of Division 1 of Article III of Chapter 36 of the Code of the City of Hillsdale and zoning boundaries of R-1, One Family Residential District, and B-1, Local Business District, referenced herein should be and are hereby amended so as to comport with and reflect the changes in the zoning classification above provided.

Motion by Councilman Flynn, supported by Councilman Morrisey to amend an Ordinance to amend Section 36-143 of Division 1, of Article III of Chapter 36 of the code of the City of Hillsdale. The City of Hillsdale Ordains that the zoning classification of the following described property should be and is hereby changed from R-1, One Family Residential District, to B-1, Local Business District- 120 S Broad Street. **Ordinance # 2026-03.**

Roll Call:

Councilman Morrisey	Aye
Councilman Paladino	Aye
Councilman Socha	Aye
Councilman Stuchell	Aye
Councilman Wolfram	Aye
Mayor Sessions	Aye
Councilman Bentley	Aye
Councilman Flynn	Aye
Councilman Paladino	Aye

Motion passed 8-0

Old Business

None

New Business

- A. Fire Chief Turnout Gear

Motion by Council Member Socha, seconded by Council Member Flynn to approve the firefighter turnout gear from Phoenix Safety Outfitters and helmet replacement in the amount of \$6,640.50 from the Public Safety Millage Fund.

Roll Call:

Councilman Paladino	Aye
Councilman Socha	Aye
Councilman Stuchell	Aye
Councilman Wolfram	Aye
Mayor Sessions	Aye
Councilman Bentley	Aye
Councilman Flynn	Aye
Councilman Morrissey	Aye

Motion passed 8-0

B. Eric Moore v. Joshua Paladino and the City of Hillsdale – Settlement Resolution

A retraction resolution for Council was presented, which Mr. Moore’s attorney, Jeffrey Hart, had indicated to the City Attorney’s office would be satisfactory to Mr. Moore to achieve a settlement with the City without requiring the City to make any monetary payment to Mr. Moore, provided that after its adoption the resolution is read aloud into the record at the March 2, 2026 Council meeting, which is livestreamed on the City’s YouTube channel. Mr. Hart had indicated that Mr. Moore was willing to settle the matter with the City of Hillsdale only, and the adoption and reading of the resolution will not constitute the settlement of any claims Mr. Moore may have against Mayor Pro Tem Paladino in his personal capacity.

Motion by Council Member Stuchell, seconded by Council Member Flynn to adopt the resolution settling the matter with the City of Hillsdale and Mr. Moore.

Councilman Morrissey stated in the resolution the clause is incoherent to retraction statement as he didn’t make the statement, not able to retract something not said or done.

Lengthly discussion ensued on the resolution language, misunderstanding of statement and the intent of the resolution.

City Attorney Thompson reviewed how the potential lawsuit would proceed.

Roll Call:

Councilman Socha	Nay
Councilman Stuchell	Aye
Councilman Wolfram	Nay
Mayor Sessions	Aye
Councilman Bentley	Nay
Councilman Flynn	Nay
Councilman Morrissey	Nay
Councilman Paladino	Nay

Motion failed 2-6

C. 2025-2026 Street Projects

One of City Council’s primary goals is to address the declining quality of the City’s street and infrastructure systems. Since 2021, the City of Hillsdale has relied on special assessments as one component of a broader funding strategy for street reconstruction. This approach was developed in response to the City’s significant infrastructure needs and limited funding sources available to address the backlog of deteriorated streets.

The use of Special Assessments has been guided by policies adopted and supported by City Council and implemented by staff in accordance with those directives. Under this framework, special assessment districts (SADs) have been used in combination with other funding sources—including Act 51 revenue, local street millage funds, and grants—to complete the greatest amount of street reconstruction work in the shortest time possible.

Between 2021 and 2025, eight special assessment districts were created, allowing the City to complete \$5,882,819 in street reconstruction projects over the past five construction seasons. This progress has helped move the City closer to the annual level of work necessary to prevent overall street conditions from deteriorating faster than they can be repaired.

Staff asked Council how they would like to proceed on the street construction and what funding options would be used.

Lengthy discussion ensued on funding options and the quality of the roads.

Motion by Council Member Bentley, to suspend the SAD policy requirements until August of 2026 to fix the roads.

More council discussion on history of the roads and special assessment districts.

With no second to Councilman Bentley motion dies.

Mayor Pro Tem Paladino commented on the review of the Special Assessment District policy and its changes.

Motion by Council Member Bentley, seconded by Council Member Socha to suspend the requirement to levy Special Assessment Districts to do new roads until the election in November 2026.

City Manager Mackie requested council allow staff to review and come up with other funding mechanisms as SADs were an option that was used and the residents have paid for.

Roll Call:

Councilman Stuchell	Nay
Councilman Wolfram	Nay
Mayor Sessions	Nay
Councilman Bentley	Aye
Councilman Flynn	Nay
Councilman Morrisey	Nay
Councilman Paladino	Aye
Councilman Socha	Nay

Motion failed 2-6

Miscellaneous Reports

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

General Public Comment

Lance Lashaway, Joshua Waechter, Jonah Apel

City Manager Report

None

Council Comment

Councilman Flynn thanked residents for their emails over the last few days.

Adjournment

Motion by Councilman Flynn, seconded by Councilman Socha to adjourn the meeting.

March 2, 2026

City Council Minutes

The meeting Adjourned at 8:52 p.m.

Scott M. Sessions, Mayor

Katy Price, City Clerk

View meeting online: [City Council Meeting March 2nd, 2026](#) (YouTube Channel)

CITY OF HILLSDALE FINANCE COMMITTEE

Place: City Hall Second Floor Conference Room

Date: March 2, 2026

Time: 6:30 PM

PRESENT:

COMMITTEE: Will Morrisey, Gary Wolfram, Matt Bentley

STAFF: Jason Blake (Director of Public Services), David Mackie (City Manager), Sam Fry (Asst. 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 101

Department 101: MML training for Councilman Flynn

Department 265: Natural gas for heating of building on 97 N. Broad Street

Fund 247

Department 900: Payment to liquor license attorney to get liquor license returned from CL Real Estate

Fund 271

Department 792: Program for children

Fund 582

Department 000: Piece of equipment for line distributor

Department 544: Partial payment for tree trimming and removal

Department 544: Head gasket removed from engine of power plant

Motioned by Bentley and seconded by Morrisey to approve

Motioned passed 3-0

Motioned by Morrisey and seconded by Bentley to adjourn

Motion passed 3-0

Adjournment 6:38 PM

Minutes prepared by Gary Wolfram

MINUTES
City Planning Commission
January 21, 2026, 5:30 PM
Hillsdale City Hall – Council Chambers

N.B. The original typed minutes were deleted by my computer. The following notes are from memory. – CW

01/22/2026 – Zoning Administrator amendments

I. Call to Order

- a. Pledge of Allegiance
- b. Roll Call
 - All Present
 - No Public Present

II. Public Comment

- a. None

III. Consent Items

- a. Approval of agenda
 - a. Kniffin proposed a discussion about solar farms; data centers, and related issues. This was added to New Business.
 - b. Zoning Administrator requested the addition of two new items for New Business. Both were added to new business.
 - c. Motion by Morrissey to approve agenda as amended. Second Kniffin. Motion carried unanimously.
- b. Approval of December 17, 2025 minutes
 - a. Motion by Morrissey to approve the minutes. Second Kniffin. Minutes were approved unanimously.

IV. Old Business

- a. Ordinance Review – Continued – Sec. 36-596
 - a. Morrissey presented recommendations for prohibitions on residential parking places. Further discussion suggested:
 - i. Limiting junked or wrecked vehicles to 30 days
 - ii. Defining “junked” or “wrecked” in the ordinance.
 - iii. Restricting “for-sale” cars or trucks to one per property at a time
 - iv. Restricting cars to be repaired for pay to one at a time.
 - b. Zoning Administrator will compile an amended ordinance draft for Planning Commission to review at the next regularly scheduled meeting.

V. New Business

- a. Annual Review – 2025, Draft 1
 - Review as presented was considered quite good. The commission together discussed potential goals for 2026, including:
 - Calendar of Ordinance Review
 - Calendar of Bylaws review to be completed in approx. 4 months.
 - Hearing from code enforcement about difficult ordinances to enforce
- b. Review – Planning Commission Bylaws
 - i. II.B. Attendance

Chairman Laycock suggested strengthening the language to provide more definite guidelines as to when the commission should recommend to council for removal. Discussion centered around removing “consecutive” to limit members to 3 unexcused absences in any rolling 12-month period and giving the chair the right to determine “excused” based on criteria similar to what is given to council. The idea was then discussed of the chair bringing his recommendation to the commission for potential recommendation to council for a member’s removal.

There was agreement that Laycock should write up proposed language to be considered at a future meeting.

ii. V.L. Order of Business/Agenda

There was broad ranging discussion about bringing the language of the bylaws into keeping with current practice of how the meetings are run. There was a far ranging discussion about the need for amendments to the bylaws and the proposal of an idea to create a calendar of bylaw review to happen over the course of four months.

iii. Numbering hierarchy needs to be fixed.

c. Discussion – Rezoning 120 S Broad St

a. After a wide-ranging discussion, motion by Winter, second by Morrissey to begin the process of rezoning 120 S Broad St. from R-1 to B-1. Public hearing set for February 18, 2026.

b. 151 S West St. – Special Conditional Use

- a. It was decided to let the rezoning request expire after the 9 month period previously set and to set a public hearing for a special conditional use of 151 S West St.
- b. Motion by Coykendall to set the public hearing for February 18, 2026. Second Winter. Motion carried by unanimous vote.

c. Sign Illumination Request – Hillsdale City Church

a. After the expression of general ambivalence by all on the commission, motion by Winter to approve the request for an illuminated sign. Second by Coykendall. Motion carried by unanimous vote.

d. Kniffin presented some research about data centers, solar farms, and renewable energy more broadly. A discussion was had about the possibility of a CREO ordinance to help regulate for commercial properties. Requested Staff contact BPU for further information to be brought to February regular meeting.

VI. Zoning Administrator Report

VII. Commissioners’ Comments

VIII. Public Comment

- a. None.

IX. Adjournment at 7:30 pm

- a. Next meeting: Wednesday, February 18, 2026 at 5:30 PM

**City Planning Commission
February 18, 2026, 5:30 PM
Council Chambers – Hillsdale City Hall
Minutes**

Roll Call

All Commissioners Present.
8 members of the public present.

Consent Agenda

- a. Approval of Agenda
- b. Approval of January 21, 2026 minutes

Moved to approve by Commissioner Morrissey, Seconded by Kniffin. All in favor.

Public Hearing

Rezoning- 120 S Broad St

- No comment by the public.
- Moved for approval by Morrissey, Seconded by Kniffin. All in favor.

Special Conditional Use – 151 S West St

- Bob Flynn spoke in favor of the special conditional use, but requested that the business be good neighbors with those who live nearby.
- The husband of the applicant spoke in favor of the new use and explained how the parking situation would not be an issue.
- Moved for approval by Winter, Seconded by Shelley. All in favor.

Old Business

2025 Annual Review – Draft 2

- The commission was generally happy with the newest draft. Commissioner Laycock requested slightly modified language including the adding of verbs to the 2026 goals.

Calendar of Ordinance Review

- The commission decided to prioritize problematic ordinances (recommended by Olivia and city staff) for 2026 before commencing a multi-year full review of Article 36 in 2027.

Calendar of Bylaw Review

- The commission approved the 4-month proposed schedule for reviewing the Bylaws of the City Planning Commission to begin at the March meeting.

Ordinance Review – Sec. 36-596

- Commissioner Coykendall suggested adding “and trailers” to the end of 36-596(e).
- The Commission agreed to package recommended ordinance changes together to be proposed together to the City Council at a Council meeting close to the end of the calendar year.

Bylaw Revision – Amended Language

- i. Attendance
 - There was lengthy discussion of the particular wording proposed by Commissioner Laycock. Discussion centered around adding specific wording giving greater discretion to the Chair to decide whether absences would be excused or unexcused. Laycock committed to revisiting the language and returning a revised proposal.
- ii. Order of Business/Agenda
 - The Commission was in favor of adopting the changes proposed by Zoning Administrator Smith to match current practice. This will be packaged together with future proposals to amend the Bylaws.

New Business

Capital Improvement Plan 2026-2032

- Commissioner Winter expressed frustration that approval of the Capital Improvement Plan was part of the Planning Commission’s duties given the lack of control over the City budget.

- Moved for approval by Winter, Seconded by Morrissey. All in favor.

Commissioners' Comments

- Commissioner Laycock announced that he would be absent for the March meeting; Commissioner Kniffin will preside.

Public Comment

- Member of the public asked a vague question about rezoning and/or variances. Multiple members of the Commission referred her to city staff and stated that more specific information would be necessary to answer any questions.

Adjournment

Next meeting: Wednesday, March 18, 2026 at 5:30 PM

DRAFT

MINUTES

Tax Increment Finance Authority (TIFA) – Special Meeting January 8, 2026, 7:30 AM Council Chambers, Hillsdale City Hall

I. Call to Order at 7:36 AM

- a. Members Present: Chair Andrew Gelzer, Chris Sumnar, Cindy Bieszk, Darin Spieth, Kevin Conant, Luke Robson, Margaret Braman, Mike Clark, and R. Gregory Stuchell
- b. Members Absent: Chris Bahash (excused), and Mary Margaret Spiteri (no notice)
- c. Others Present: Mary Wolfram (Friends of the Dawn), Jack McLain, and Olivia Smith (Zoning Administrator)

II. Consent Agenda

- a. Motion by Gelzer to amend the agenda by removing the approval of the minutes. Second Bieszk. Motion carried.
- b. Motion by Clark to approve the amended agenda. Second Robson. Motion carried.

III. New Business

- a. Recommendation from DTGB to approve request for building work to Dawn Theater
 - i. Gelzer provided detail on the proposed blower room location and size in the theater basement.
 - ii. Stuchell concerned with loss of air due to distance from organ
 1. Gelzer confirmed that location specifications were signed off by organ restorer and the organization he represents.
 - iii. Robson inquired if special acoustic treatments would be made to the blower room
 1. Gelzer confirmed that the box would be sealed. Potentially will be insulated and finished with drywall.
 - iv. Gelzer spoke to the lack of electrical ramifications this new system would have on the existing Dawn Theater infrastructure.
 1. 400 amps max capacity
 2. Blower motor adds 20 amps to existing electrical system.
 3. No concern on overexerting the system with the addition of the blower motor.

- v. Motion by Robson to approve the request for structural work to be done by Hillsdale Handyman and subcontractors to conclude the organ installation. Second Clark. Motion carried.
- vi. Copy of key will be cut for contractor.
- b. 2026 Goals and General Review
 - i. Gelzer requested that the Board establish a committee to review changes made to statute in 2018 and bring suggestions for efficiency and accuracy to the full TIFA Board.
 - 1. Further discussed the financing and income generating options that were available to the Board to consider.
 - a. Issuing bonds
 - 2. Gelzer stated that the committee would be named the Review Committee and would be a temporary, non-standing committee that would dissolve after recommendations are brought to the full Board for consideration.
 - 3. The working list of committee members: Gelzer, Bieszk, Sumnar, Stutchell, and Robson.
 - a. List may potentially grow as Board membership numbers increase back to 13 as to not violate the OMA.
 - ii. Motion by Robson to establish the Review Committee and appoint the listed members. Second by Braman. Motion carried.

IV. Economic Development Update/Board Round Table

- a. Chair Gelzer welcomed Sumnar back to the Board
- b. Gelzer let the Board know that Bahash was absent due to the relocating of Hillsdale Jewlers. They are expanding. Plan to be open next Tuesday. No current plan for a new tenant by the property owner.
- c. Bieszk let the Board know that Birdie's & Howell publically announced that they will close by mid-February. Custom framing will continue. Sad to see them leave the district.
- d. Inquiries by Board members regarding the delay in Marshalls' grand opening
 - i. Gelzer confirmed that their delay came from ADA requirements for the rear entrance of the building. Planning on a spring opening. They have heavily invested into the property and plan to stay long term.

V. Public Comment

- a. None

VI. Adjournment

- a. Motion by Clark to adjourn the meeting. Second by Robson. Meeting adjourned at 8:03 AM
- b. Next meeting: Tuesday, January 20, 2026 at 7:30 AM

MINUTES
Tax Increment Finance Authority Board
January 20, 2026, 7:30 AM
Council Chambers, Hillsdale City Hall

- I. Call to Order at 7:45 AM**
- a. Members Present: Chair Andrew Gelzer, Chris Sumnar, Cindy Bieszk, Luke Robson, Margaret Braman, Mike Clark, and R. Gregory Stuchell
 - b. Members Absent: Chris Bahash (excused), Darin Spieth (excused), Kevin Conant (no notice), and Mary Margaret Spiteri (no notice)
 - c. Others Present: Olivia Smith (Zoning Administrator)
- II. Consent Agenda**
- a. Motion by Clark, second by Robson to approve the consent agenda. 7-0. Motion carried.
- III. Committee Reports**
- a. Beautification Committee
 - i. Asking for designs for new banners to be displayed downtown.
 - ii. Need people to serve on the committee
 - iii. Discussion regarding the responsibility of watering the flower pots downtown
 - 1. Board asked Staff to get quote from the Department of Public Services
 - b. Dawn Theater Governance Board
 - i. James Brandon and Bahash not present. Gelzer updated Board.
 - ii. Folk Festival approved for March
 - c. Program Committee
 - i. Outstanding grant applicant projects now completed
 - ii. After the budget amendment, there are a small amount of funds outstanding for the remaining portion of the fiscal year.
 - d. Targeted Development
 - i. Received 3 letters of interest for Dawn Theater Manager
 - ii. Meeting on 01/22/2026 to go over responses to the RFP language
- IV. Old Business**
- a. Keefer Promissory Note
 - i. Gelzer announced that he would be abstaining for a conflict of interest due to his wife's employment relation to CL.
 - ii. Motion by Sumnar to extend the deadline to match the OPRA extension granted by City Council – 07/01/2026. Second by Bieszk. 6-0, 1 abstain. Motion carried.
 - b. Financial Reports – Report from Zoning Administrator
 - i. Board agreed to request financial reporting memo format suggested by Zoning Administrator

V. New Business

- a. Budget Amendments – FY2025-2026
 - i. Motion by Robson to make the listed budget amendments. Second by Clark. 7-0. Motion carried.
- b. Budget Year Review – FY2026-2027
 - i. Motion by Sumnar to update the CIP to correct TIFA’s TAP Grant match to \$250,000 and move the parking lot projects to FY2029-2030. Second by Bieszk. 7-0. Motion carried.

Margaret Braman left meeting

- ii. Motion by Sumnar to keep FY2026-2027 similar to 2025-2026 so that TAP Grant contributions can be made. Second by Robson. 6-0. Motion carried.

VI. Economic Development Update/Board Round Table

- a. Discussion started by Clark regarding the history of the Ferris St parking lot.
 - i. Bieszk concerned with the integrity of the railing for the staircase.

VII. Public Comment

- a. No public present

VIII. Adjournment

- a. Motion by Clark to adjourn. Second Robson. 6-0. Meeting adjourned at 8:35 AM
- b. Next meeting to be held on March 17, 2026 at 7:30 AM

MINUTES
TIFA Targeted Development Committee
January 8, 2026, 5:30 PM
Conference Room (2nd Floor), Hillsdale City Hall

I. Call to Order at 5:30 PM

- a. Members Present: Chair Chris Bahash, Kevin Conant, Andrew Gelzer, Luke Robson
- b. Members Absent: None
- c. Others Present: Mary Wolfram (Friends of the Dawn), Jack McLain, and Olivia Smith (Zoning Administrator)

II. Old Business

- a. Dawn Theater Management Proposal – Continued
 - i. Discussion regarding background and experience of each applicant
 - 1. Venue Management Team
 - a. Conant – Hudson is an experienced promotor but in poor health. Osmun is an experience DJ. Addressed RFP standards, but can they afford it? Hoping to bring diverse entertainment.
 - b. Gelzer – Goal of Dawn should be to bring diverse entertainment with original community component. Needs to be profitable and sustainable.
 - c. Bahash – has experience. Only addressed half of what TIFA is requiring. Money is an important aspect.
 - 2. North Point Events
 - a. Gelzer – Had extensive conversation with applicant team. They possess relevant experience. Applicant expressed that they do not desire to invest a ton of initial capital. Desire to be part-time to begin. Hope to coordinate with Friends of the Dawn for long-term investment into the property. Gelzer expressed that they were energetic and enthusiastic about the position.
 - b. Conant – Do they have local ties?
 - i. Gelzer confirmed for Committee members that they were employed and/or living locally. They were very prompt to respond to any communication with them.
 - c. Robson – Has had personal experience with Hannah Rowe

3. Dena Rushton
 - a. Gelzer has not yet had the opportunity to speak directly with her.
 - b. Unclear on her current employment status
 - c. Bahash – concerns on her expressing “interest in the Director position”
 - i. Gelzer suggested reaching out for clarification
 - ii. Gelzer expressed to applicants he was able to speak with that there is not immense pressure or a hard deadline, but that the Board is moving with purpose.
 - iii. Bahash – Need for NDA in process?
 1. Committee requested that Smith verify with legal about OMA standards for closed meeting conversations with applicants as they move forward.
 - iv. Replace RFP language with “Application”
 - v. Gelzer asked Committee members about spending additional money on advertisement.
 1. Robson suggested that the Committee/Board wait until further communication with applicants has occurred and all local options have been exhausted.
 - vi. Gelzer requested that City Staff place manager advertisement sign be placed on City Facebook page.
 - vii. Motion by Robson to direct Smith to email applicants, include RFP document as a guideline for responses, and provide applicants with a 2 week deadline. Second Conant. Motion carried.
 - viii. Gelzer asked Committee when they believed other interest parties (Friends & DTGB) should be involved in the process.
 1. Bahash asked for that to be on agenda for January 22, 2026 meeting

III. Public Comment

- a. Wolfram – Thanked Committee for handling the managerial search. Friends could advertise on their website and Facebook page if needed. Event Planner Association could advertise to a more specific audience. Believed that profit center for the theater is to serve as a wedding venue.
- b. McLain – Asked when next full TIFA Board meeting was. Requested that the Committee meet prior to the full Board meeting so that they could update the Board on the search. Regarding weddings at the Dawn, believes that the Dawn is too small. No place to mingle and park.

IV. Adjournment

- a. Motion by Gelzer to adjourn the meeting. Second by Conant. Motion carried. Meeting adjourned at 6:19 PM.

MINUTES

TIFA Review Committee **February 3, 2026, 7:30 AM** **Conference Room – Hillsdale City Hall**

I. Call to Order at 7:32 AM

- a. Members Present: Andrew Gelzer, Cindy Bieszk, Chris Sumnar, Greg Stuchell, and Luke Robson
- b. Members Absent: None
- c. Others Present: Olivia Smith (Zoning Administrator)

II. Committee Roundtable

- a. The Committee reviewed documents provided by Gelzer and discussed them. All documents discussed are a part of these minutes.
 - i. Background and Orientation
 - ii. Michigan Tax Increment Financing Statutory Timeline and Evolution
 - iii. Hillsdale TIFA – Practices vs. RTIFA Authority & Requirements
- b. The Committee discussed goals for future meetings:
 - i. Review the TIFA Development Plan & Recommend Goals
 - 1. Overall goal: Initiatives that will stall the erosion of the District and make it an attractive place to house a business
 - a. Potential ways to implement that goal:
 - i. Downtown snow removal
 - ii. Funding projects that have a broader impact on the TIFA district than individual buildings
 - iii. Heated sidewalks
 - iv. Help fund ADA complaint sidewalks for businesses
 - v. Address parking need
 - 2. What is the identity of the City?
 - 3. Individual building studies
 - 4. Get customers back into stores
 - 5. Improve aesthetics of District
 - ii. Review the current TIFA Rules and Procedures
 - iii. Review the existing TIFA committees

III. Adjourned at 8:45 AM

- a. Next meeting will be held on Tuesday, February 24, 2026 at 7:30 AM
 - i. The Committee will review the TIFA Development Plan and Placemaking Study

MINUTES

TIFA Review Committee February 24, 2026, 7:30 AM Conference Room – Hillsdale City Hall

I. Call to Order at 7:35 AM

- a. Members Present: Andrew Gelzer, Cindy Bieszk, Chris Sumnar, Greg Stuchell, and Luke Robson
- b. Members Absent: None
- c. Others Present: Olivia Smith (Zoning Administrator)

II. Committee Roundtable

- a. The Committee reviewed documents provided by Gelzer and discussed them. All documents discussed are a part of these minutes.
 - i. Development Plan History Memorandum
 - ii. TIFA Development Plan Background Memorandum
 - iii. Review Committee – Discussion Framework
- b. The need to develop a clear mission statement or statement of purpose to head the development plan.
- c. Create goals that have a precedent
- d. Clean up the document by moving the historical data of accomplishments by TIFA to a separate document to live on the City website.
- e. Get a clear answer if there are any divestment options for the Dawn Theater with the State.
- f. Look at semi-local, comparable municipalities for document guidance
 - i. Holland
 - ii. Marshall
 - iii. Tecumseh
- g. Discussion took place regarding the implications a hypothetical change in the property tax structure would have on the Authority.
 - i. Further research would be needed on how and if TIFA would collect tax dollars from a local income tax.
- h. Discussion regarding how TIFA could set up language to stop the erosion of the tax base
 - i. Example: Sale of 44 N Howell to Hillsdale College and the removal of approximately \$7,000/year from TIFA monies.
- i. Consolidate set of current goals and priorities
 - i. Members to come to next meeting with 4-5 goals

III. Adjourned at 8:43 AM

- a. Next meeting is scheduled for Tuesday, March 3, 2026 at 7:30 AM. The meeting will be held in the Dawn Theater due to potential room conflicts at City Hall.
- b. Discussion of the Development Plan will continue.

MINUTES

Dawn Theater Governance Board **January 27, 2026, 5:30 PM** **2nd Floor Conference Room – Hillsdale City Hall**

- I. Call to Order at 5:32 PM**
 - a. Members Present: James Brandon, Felicia Finch, Tim Sullivan, and Chris Bahash
 - b. Members Absent: None
 - c. Others Present: Jack McLain, Mary Wolfram (Friends of the Dawn Theater), and Olivia Smith (Zoning Administrator)

- II. Consent Agenda**
 - a. Approval of agenda
 - i. Motion by Sullivan to approve the agenda. Second by Finch. 4-0. Motion carried.
 - b. Approval of minutes from December 30, 2025 meeting
 - i. Chair Brandon asked the Board to review the minutes and vote to approve them along with the minutes from this meeting at their next scheduled meeting.

- III. New Business**
 - a. Resignation of Ron Scholl from DTGB
 - i. Members spoke kindly of Mr. Scholl's time with the DTGB. Wished he could see the first organ concert as a member due to his efforts surrounding the organ.
 - ii. Discussion about nominating a new member.
 1. Chair Brandon asked that nominations have a vested interest in TIFA and/or seeing the Dawn Theater succeed. Or a Friends of the Dawn Theater liaison. Asked that nominations come through him.
 - b. Friends of the Dawn Theater – Payments to TIFA for events
 - i. The Friends owed TIFA their 1/3 split of the net revenue for two events held in December 2025 (including donations received on the day of the events):
 1. Hillsdale Classical School - \$435.00
 2. The Nutcracker - \$161.73
 3. Total: \$596.73
 - c. Friends of the Dawn Theater – Consideration of a Donor Plaque near the organ
 - i. Mary Wolfram let the Board know her preliminary concept – listing donations of \$1,000 or more on the short wall (created by the raised walkway) to the left of the organ. Still in the brainstorming phase. Wanted to bring the concept to the DTGB and full TIFA Board due to it potentially being considered an alteration to the building.
 - ii. Some Board members suggested placing the plaque in a more visible location such as the lobby.
 - iii. Board would like to see a more concrete concept (size, style, material, location, price, etc.) brought before them at their next meeting before voting to recommend approval to the full TIFA Board.

- d. Friends of the Dawn Theater – Planning for next major fundraiser: Screen/Projector
 - i. Chair Brandon discussed the success of the coordination between DTGB, Friends, and Targeted Development Committee regarding the Dawn Theater manager search. Suggested that something similar could occur to handle this next major project.
 - ii. Mary is bringing to the Board early in the process for guidance on whether this should be the next fundraising effort, the type of projection, etc. The project will be approximately \$100,000. Asked for \$59,000 in the grant request. The grant requires a 25% match.
 - iii. Discussion took place regarding how fundraising efforts are guided, permission to apply for grants, and the communication process for large-scale projects at the Dawn Theater.
 - iv. In an effort to increase early communication, Mary let the Board know that she will also be applying for a grant through Meijer – in the event they are approached at other non-profit, voluntary gatherings.
- e. Event Application – ArtWorks Community Event, Connie Sexton
 - i. Sunday, April 19, 2026 (1:00 – 5:00 PM)
 - ii. This event has been held at the Dawn at least 4 times in the past
 - iii. Discussion took place regarding the need to approve events of this nature
 - iv. Motion by Bahash to approve the event. Second Finch. 4-0. Motion carried.

IV. Old Business

- a. Management search update
 - i. Targeted Development will meet on January 29, 2026 at 5:30 PM to discuss responses from remaining candidates.
- b. Final phase of organ installation
 - i. Blower room and wind pipe installation complete
 - ii. Heath Electric still needed to hook up the blower
 - iii. Weiler will need to be contacted when ready for final touches

V. Public Comment

- a. Jack McLain – Clarified with Mary if donations were only for organ or general donations. Mary confirmed general. Felt that with the nature of the donation type that the plaque should be displayed in the lobby. Felt that the donation limit to be placed on the plaque should be lowered.

VI. Committee Round Table Discussion

- a. Finch verified with Wolfram and Smith keyed access request communication flow

VII. Adjournment

- a. Chair Brandon adjourned the meeting at 6:25 PM
- b. Next meeting tentatively scheduled for February 24, 2026 at 5:30 PM

MINUTES

Dawn Theater Governance Board **February 24, 2026, 5:30 PM** **2nd Floor Conference Room – Hillsdale City Hall**

- I. Call to Order at 5:37 PM**
 - a. Members Present: Chair James Brandon, Felicia Finch, Christ Bahash, and Tim Sullivan
 - b. Members Absent: None
 - c. Others Present: Jack McLain, Mary Wolfram (Friends of the Dawn Theater), and Olivia Smith (Zoning Administrator)

- II. Consent Agenda**
 - a. Approval of Agenda
 - b. Approval of Minutes
 - i. December 30, 2025 meeting
 - ii. January 27, 2026 meeting
 - c. Motion by Bahash to approve the consent agenda. Second by Finch. Motion carried.

- III. New Business**
 - a. Discussion of Procedure – Selection of new Board Member
 - i. Chair Brandon clarified the procedure following a conversation with TIFA Board Chair Gelzer.
 - b. Friends of the Dawn – Management Discussion
 - i. Wolfram wanted to gauge the feelings of Committee members regarding a potential formal application to the Targeted Development Committee for management.
 1. Identified potential benefits to the relationship
 - ii. Lengthy discussion around the Limited Use Agreement, the Friends of the Dawn Bylaws, and the Friends hiring an employee to take on private events.
 - iii. The Committee encouraged the Friends to apply, address the RFP language, and see what progresses from there.
 - c. Copernican Media Event Request
 - i. Wolfram highlighted that these low-effort rentals (regarding Friends time and effort) were attractive. Money made with no wear to the building and little-to-no trash produced.
 - ii. Brandon is familiar with the Hillsdale College student who is involved. They are a serious, professional media venture. Produced a few limited-release movies.
 - iii. Motion by Sullivan to approve the event. Second by Finch.
 1. Discussion regarding the need for approval of events
 2. Motion carried.

- IV. Old Business**
 - a. Management Search Update

- i. Per Chair Bahash, Targeted Development Committee is in conversation with one applicant currently.
 - b. Organ Installation – Final Phase
 - i. Waiting on Heath Electric. Following their work, Weiler will complete the installation.
 - ii. Bahash – per all applicants for the management position, there are concerns and distaste on the organ being present and its location. More specifically loss of revenue from the one table it prevents in an event set up.
 - 1. Requested Wolfram to research moving it.
 - c. Donor Recognition Plaque – Update
 - i. Wolfram compiled a list of donors who hit the \$1,000+ threshold.
 - ii. Chair Brandon asked for approximate number
 - 1. Wolfram – 15

V. Public Comment

- a. McLain – Thinks that management of the Dawn Theater by the Friends is a great idea. Frustrated with the time and resources wasted in the management search since the Friends did not approach the Board sooner.

VI. Theater Update – Informal

- a. Upcoming Events
 - i. Hillsdale Renaissance’s Folk Festival – March 7, 2026
 - 1. Wolfram – approximately 200 tickets sold so far. Available on a website link provided by a QR code on the flyer
 - 2. McLain inquired about alternate ways to access tickets due to technology barriers.

VII. Committee Round Table Discussion

- a. Sullivan – Circling back to whether or not events brought to the Committee’s attention need to be voted upon. Thought it was agreed that Wolfram and Finch had discretion.
- b. Finch read resignation letter
 - i. Resignation from DTGB and reappointment to full TIFA Board

VIII. Adjournment

- a. Motion by Finch. Second by Bahash. Motion carried. Meeting adjourned at 6:22 PM.
- b. Next meeting tentatively scheduled for March 31, 2026 at 5:30 PM



Zoning Board of Appeals
97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6440 Fax: (517) 437-6448

ZONING BOARD of APPEALS MINUTES
CITY HALL, 97 N. BROAD ST. 3rd FLOOR, COUNCIL CHAMBERS
February 11, 2026 at 5:30 PM

I. Call to Order 5:31 pm

- A. Pledge of Allegiance
- B. Members present: Chair Daniel Larue, Vice Chair Tammie Henderson, Jordan Adams, Matthew Bentley, John Kast, Matt Kniffen, Amber Yoder
- C. Others present: Olivia Smith (Zoning Administrator), Attorney Thomas Thompson, Melissa DesJardin, Keri Stewart, Larry Wilson, Cindy Pratt, Karen Leese, Annette Rhodes, Howard Spence, Brent Gale, James Thomas, Shelley Hebert, Jan Plummer
- D. Members absent: None

II. Public Hearing

- A. Public Hearing regarding Case #VV26-0001 was opened at 5:32pm. Appeals Petition Form filed by Melissa DesJardin, owner of 386 W. Carleton Road, Hillsdale, Michigan. The applicant is requesting a use variance to allow for residential use on the first floor of the property of parcel number 006-222-326-03.
 - 1. Public Questions and Comments
 - a. Melissa DesJardin, Keri Stewart, and Larry Wilson provided information on the use variance request.
 - b. Cindy Pratt, resident of Apple Run Apartments
 - c. Karen Leese, resident of Apple Run Apartments
 - d. Larry Wilson, Hope Harbor Treasurer
 - e. Melissa DesJardin, Hope Harbor Executive Director
 - f. Annette Rhodes, resident of Hope Harbor
 - g. Howard Spence, resident of Apple Run Apartments
 - h. Brent Gale, resident of Hope Harbor
 - i. James Edward Thomas, resident of Hillsdale Township
 - j. Shelley Hebert
 - k. Keri Stewart, Hope Harbor Board President
 - l. Brent Gale, resident of Hope Harbor
 - m. Cindy Pratt, resident of Apple Run Apartments
- B. Public Hearing was closed at 6:21pm.

C. Tammie Henderson moved to deny the Use Variance Request variance to allow for residential use on the first floor of the property of parcel number 006-222-326-03. Matt Kniffen seconded.

1. Roll Call Vote

Yoder – Aye

Kast – Aye

Bentley – Aye

Henderson – Aye

LaRue – Aye

Adams – Aye

Kniffen – Aye

2. Motion passed. Request denied. Facts of Findings attached.

III. Old Business

None

IV. New Business

A. Establish a deadline to file an appeal of decisions by the City of Hillsdale Zoning Board of Appeals to the local circuit court.

1. Amber Yoder moved to amend the *City of Hillsdale Zoning Board of Appeals Rules of Procedure* by establishing a deadline of “thirty days after the zoning board of appeals issues its decision in writing signed by the chairperson, if there is a chairperson, or signed by members of the zoning board of appeals, if there is no chairperson.” Tammie Henderson seconded.

2. Roll Call Vote

Yoder – Aye

Kast – Aye

Bentley – Aye

Henderson – Aye

LaRue – Aye

Adams – Aye

Kniffen – Aye

V. Public Comment

James Edward Thomas, resident of Hillsdale Township

Jan Plummer, resident of Apple Run Apartments

Howard Spence, resident of Apple Run Apartments

Karen Leese, resident of Apple Run Apartments

VI. Adjournment at 6:51pm



**Cemetery Board
Minutes
March 4, 2026
2:00p.m.**

Call to Order:

The meeting was called to order by Jason Blake at 2:03 p.m.

Board members present:

DPS Director Jason Blake, Ronald Spence, Joanne Miller, Emily Rhoda

Absent Were:

Adam Bentley

Also present were:

Cemetery Sexton Frank Engle, City Clerk Katy Price

The Board welcomed Ronald Spence. Spence filled Smith's vacancy expiring May 2026.

APPROVAL OF MINUTES

DPS Director Jason Blake requested the following amendments to the August 6, 2025 Minutes:

August 6, 2025 Minutes to be approved with Adam Bentley present. JoAnne's name spelled correctly adding an A and e on end, (JoAnne). And Emily Rhoda seconded the approval of May 7, 2025 minute, not John Barrett.

Motion by Miller, support by Rhoda to approve the August 6, 2025 minutes as amended.

All ayes, motion carried.

DPS Director Jason Blake requested the following amendments to the November 12, 2025 Minutes:

November 12, 2025 Minutes to be approved with corrections to New Business item A. Set 2026 Meeting Dates reflecting November 18th meeting not November 22nd. Old Business A. Oak Grove Cemetery Boundary Survey and Expansion. Discussion on survey work being awarded is incorrect.

Motion by Miller, support by Rhoda to approve the November 12, 2025 minutes as amended.

All ayes, motion carried.

PUBLIC COMMENT

None

OLD BUSINESS

A. Oak Grove Cemetery Boundary Survey and Expansion:

An RFP was published to have work done, Lodzinski responded. Service was not done as funds weren't budgeted but is included in the 26-27 budget cycle to have it completed.

B. Addition of Information to City Website: March 16th is the Clean-up for the Cemeteries and is included on the website.

NEW BUSINESS

A. Application for New Board Member: No new member needed Mr. Spence was appointment to fill vacancy from Richard Smith.

No action taken.

B. Oak Grove Scattering Garden: Scattering Garden would be replacement of burial option. This would be a less costly option as well. \$10,000 is budget in the 2026-27 Budget to start the garden. Size and dimensions were discussed to be located at Oak Grove. Miller stated she would check with Love Your Community for a grant for an archway to the garden. Lengthy discussion ensued on possibilities of fence, size and memorial plaques.

Information Only:

Frank Engle reported the Boy State MI- Hillsdale College would like to volunteer and clean the headstones of veterans on June 23-25, 2026. Engle is coordinating with the group and other volunteers to order correct supplies and other items. Emily Rhoda would like to help in this endeavor as a volunteer.

Adjournment:

Motion by Emily Rhoda, support by JoAnne Miller, to adjourn.

All ayes, motion carried

Meeting adjourned at 2:54 p.m.

Respectfully submitted, Katy Price, City Clerk

City of Hillsdale
Agenda Item Summary

MEETING DATE: March 16, 2026

AGENDA ITEM #: Consent Agenda

SUBJECT: Eaton RLY856 Relay Purchase

BACKGROUND PROVIDED BY STAFF: Brandon Janes, Technical Services

Purchase Background:

The BPU needs to place an order for 20 RLY856 relays for our Eaton metering system. These relays are used to connect gaps in our metering system throughout our service area. They will be used to replace current relays that have failed and to install new in areas that lack metering.

These relays come in at \$17,680.00 shipped (\$850.00 ea.) plus \$680.00 freight. This was budgeted for as a capital improvement item during our current budget year.

Expected lead time – 8 weeks.

RECOMMENDATION:

BPU Board supports award by City Council to purchase the twenty (20) RLY856 Relays from Eaton/Cannon Technologies in the amount of \$17,680.00



Powering Business Worldwide

Customer Quotation

Cannon Technologies, Inc.
3033 Campus Drive - Suite 350N
Minneapolis, MN 55441
Phone: (763)-595-7777
Fax: (763)-543-7777

Quotation Number **24397161** Date **03/02/2026**
Cust. purchase order no. **03/02/2026 - JRS (1)** Cust. no. **60938**
Prepared By **Jill Skarsten**
Validity period **03/02/2026 to 04/02/2026**
Sales Representative **900007966 / DAN SCRIMA**
Customer Service Contact **JILL SKARSTEN** Tele: **763-543-7685** Fax: **763-543-7777**

Sold-to address
HILLSDALE BOARD OF PUBLIC UTILITIES
ATTN ACCOUNTS PAYABLE
45 MONROE STREET
HILLSDALE MI 49242-1236
US

Ship-to address
HILLSDALE BOARD OF PUBLIC UTILITIES
45 MONROE STREET
HILLSDALE MI 49242-1236
US

Incoterms: Pre-Paid FOB PLANT
Payment Terms: Net 30 Days

THIS DOCUMENT INCORPORATES AND IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS.

Item	Quantity	UOM	Description	Material No	Price	Ext. Value
Cust.item Catalog Number						
Cust.Material Number						
10	20	EA	RLY856 120-277V w/External Ant E012930 INC.PLASTIC ANTENNA AND RELAY MTG BRACKETS LEAD TIME 8 WEEKS, ARO	22856B42G81	850.00	17,000.00
Product Subtotal						17,000.00
Cannon Frt Chg						680.00
Final amount in USD						17,680.00



Powering Business Worldwide

Cannon Technologies, Inc.
3033 Campus Drive - Suite 350N
Minneapolis, MN 55441
Phone: (763)-595-7777
Fax: (763)-543-7777

Customer Quotation

Page 2 of 4

Quotation no./Date

24397161 / 03/02/2026

Sales Contact: BOB WIEHE / 402-203-9390

Terms and Conditions

1. Applicable Terms and Conditions

(a) These terms and conditions of sale establish the rights, obligations, and remedies of Buyer and Seller that apply to any order issued by Buyer for the purchase of Seller's products and/or services ("Products"). No additional or different terms or conditions, whether contained in Buyer's purchase order form or in any other document or communication pertaining to Buyer's order, will be binding on Seller unless accepted in writing by an authorized representative of Seller. Seller expressly objects to and rejects any additional or different terms and conditions, which shall be ineffective.

(b) If Seller's order acknowledgement, invoice, other document, or electronic transmittal including or attaching these terms and conditions is found to be an acceptance of an offer, acceptance is expressly made conditional upon Buyer's assent solely to these terms and conditions, and acceptance of any part of Products delivered by Seller shall be deemed to constitute such assent by Buyer. If the order acknowledgement, invoice, other document, or electronic transmittal including or attaching these terms and conditions constitutes an offer, Buyer's acceptance of the offer is hereby limited to the terms of the offer.

2. Price, Payment Terms, and Title

(a) All prices represent those in effect at the time of quotation and are subject to change without notice. Unless prices are bid or quoted as "firm," Seller reserves the right to invoice at prices in effect at the date of shipment, regardless of any prior bid and whether notice was received by Buyer. Unless otherwise indicated, prices are stated in United States dollars and are exclusive of shipping, handling, shipping insurance, duties, and sales, use, excise or similar taxes. Export packaging or any other special handling requested by Buyer will be at Buyer's expense. A service charge of \$25 will be assessed for any order less than \$250. Seller requires a minimum \$100 emergency handling charge for all orders that require shipment the same day or next day.

(b) Buyer acknowledges that the pricing of the Products has been set based on the agreed allocation of risks contained in these terms and conditions. If, notwithstanding the provisions of these terms and conditions, a court of competent jurisdiction determines that Buyer's terms and conditions apply to an order, then Seller shall have the right to either (i) modify the prices (including retroactively) according to the additional level of risk and responsibility that Buyer's terms and conditions require Seller to undertake; or (ii) cancel the order any time after such a determination without liability for the termination other than for the Products already delivered on these terms and conditions.

(c) Unless different credit terms have been extended to Buyer in writing by Seller, payment terms are net 30 days after delivery or date of invoice, whichever first occurs, in the currency invoiced. Seller reserves the right to modify or withdraw credit terms at any time without notice. If Buyer fails to fulfill the terms of payment, Seller may defer further shipments to Buyer or, at its option, cancel the unshipped portions of Buyer's orders. Buyer agrees to pay interest on all past due invoices at the lesser of 18% per annum, compounded monthly, or the highest contractual rate allowable under the law.

(d) Until full payment of all obligations of the Buyer for an order, Seller reserves the title (but not the risk of loss) to all Products furnished under that order. If the Buyer defaults in payment or performance or becomes subject to insolvency, receivership or bankruptcy proceedings or makes an assignment for the benefit of creditors, or without the consent of Seller voluntarily or involuntarily sells, transfers, leases or permits any lien or attachment on the Products, Seller may treat all amounts then or thereafter owing by Buyer to be immediately due and payable and Seller at its election may repossess Products for which Buyer has not paid in full. In the event of repossession of Products under this section or under the section entitled "Security Interest," Buyer agrees that Seller may enter the premises where the Products may be located and remove them without notice and without being liable to Buyer for such repossession. Buyer will not set off invoiced amounts or any portion thereof against sums that are due or may become due from Seller, its parents, affiliates, or subsidiaries. Buyer grants Seller a security interest in Products for which title has passed to Buyer, products in which Products are incorporated, and Products that Seller sells (including all Products acquired hereafter from Seller, and all accessions, substitutions, replacements, and additions, and any proceeds from sale or disposition of Products), as security for performance by Buyer of all of its payment obligations under these terms and conditions (including obligations regarding future advances). Buyer consents to Seller's execution of any documents to evidence and perfect this security interest, and agrees to execute the same if requested by Seller.

3. Delivery and Risk of Loss

(a) Unless otherwise agreed in writing, all deliveries of Products will be EXW (Incoterms 2000) Seller's facility. Products will be packed in Seller's standard commercial shipping packages. Charges for shipping may not reflect net transportation costs paid by Seller. Buyer shall reimburse Seller for all costs of storage and handling incurred by Seller after the date that Seller is prepared to make shipment.

(b) Delivery and shipping dates are approximate and represent Seller's best estimate of the time required to make delivery or shipment. Time is not of the essence with respect to the transactions covered by these terms and conditions, except with respect to Buyer's obligation to make all related

payments. Seller's obligations under these terms and conditions will be dependent upon Seller's ability to obtain necessary raw materials and components. Seller shall have the right to make partial deliveries and to ship up to forty (40) days in advance of shipping date.

4. Acceptance

Acceptance shall occur, if not before, when Buyer fails to reject within ten (10) days after delivery of the Products. Buyer may rightfully reject only when a reasonable inspection shows that the Products fail to conform substantially to the specifications for the Products. Buyer waives any right to revoke acceptance. Buyer's remedies for any nonconformity detected after acceptance are limited to those expressly provided in these terms and conditions for breach of warranty.

5. Limited Warranty

(a) Seller warrants to each original Buyer of Products that Products are, at the time of delivery to the Buyer, in good working order and conform to Seller's official published specifications, provided that no warranty is made with respect to any Products, component parts, or accessories manufactured by others but supplied by Seller.

(b) Seller's obligation under this warranty for any Product proved not to be as warranted within the applicable warranty period is limited to, at its option, replacing the Product, refunding the purchase price of the Product, or using reasonable efforts to repair the Product during normal business hours at any authorized service facility of Seller. All costs of transportation of any Product claimed not to be as warranted and of any repaired or replacement Product to or from such service facility shall be borne by Buyer.

(c) Seller may require the return of any Product claimed not to be as warranted to one of its facilities as designated by Seller, transportation prepaid by Buyer, to establish a claim under this warranty. The cost of labor for removing a Product and for installing a repaired or replacement Product shall be borne by Buyer. Replacement parts provided under the terms of this warranty are warranted for the remainder of the warranty period of the Products in which they are installed to the same extent as if such parts were original components. Warranty services provided under these terms and conditions do not assure uninterrupted operations of Products; Seller shall not be liable for damages caused by any delays involving warranty service.

(d) The warranty period for Products is the shorter of twelve (12) months from the date of installation or eighteen (18) months from the date of shipment unless otherwise agreed by Seller in writing.

(e) EXCEPT FOR THE EXPRESS WARRANTY SET FORTH ABOVE, SELLER PROVIDES PRODUCTS AS-IS AND MAKES NO OTHER REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE, REGARDING THE PRODUCTS, THEIR FITNESS FOR ANY PARTICULAR PURPOSE, THEIR MERCHANTABILITY, THEIR QUALITY, THEIR NONINFRINGEMENT, OR OTHERWISE. IN NO EVENT SHALL SELLER BE LIABLE FOR THE COST OF PROCUREMENT OR INSTALLATION OF SUBSTITUTE GOODS.

6. LIMITATION OF LIABILITY

IN NO EVENT WILL SELLER BE LIABLE FOR ANY SPECIAL DAMAGES, CONSEQUENTIAL DAMAGES, INDIRECT DAMAGES, INCIDENTAL DAMAGES, STATUTORY DAMAGES, EXEMPLARY OR PUNITIVE DAMAGES, LOSS OF PROFITS, LOSS OF REVENUE, LIQUIDATED DAMAGES, OR LOSS OF USE, EVEN IF INFORMED OF THE POSSIBILITY OF SUCH DAMAGES. SELLER'S LIABILITY FOR DAMAGES ARISING OUT OF OR RELATED TO A PRODUCT SHALL IN NO CASE EXCEED THE PURCHASE PRICE OF THE PRODUCT FROM WHICH THE CLAIM ARISES. TO THE EXTENT PERMITTED BY APPLICABLE LAW, THESE LIMITATIONS AND EXCLUSIONS WILL APPLY WHETHER SELLER'S LIABILITY ARISES OR RESULTS FROM BREACH OF CONTRACT, BREACH OF WARRANTY, TORT (INCLUDING BUT NOT LIMITED TO NEGLIGENCE, GROSS NEGLIGENCE, MALICE, OR INTENTIONAL CONDUCT), STRICT LIABILITY, BY OPERATION OF LAW, OR OTHERWISE.

7. Cancellation and Return of Products

Orders shall not be subject to cancellation or modification either in whole or in part without Seller's written consent and then only with terms that will reimburse Seller for reasonable termination charges, including all progress billings and all incurred direct manufacturing costs. Seller's written consent must be given in advance of Buyer's return of Products for credit. Seller reserves the right to cancel any sale of Products without liability to Buyer (except for refund of monies already paid), if the manufacture or sale of the goods is or becomes technically or economically impractical.

8. Force Majeure

Seller shall not be liable for any failure to perform or delay in performing its obligations resulting directly or indirectly from or contributed to by any acts of God, acts of Buyer or those under Buyer's control, acts of government or other civil or military authorities, priorities, strikes, or other labor disputes, fires, accidents, floods, epidemics, war, riot, embargoes, delays in transportation, lack of or inability to obtain raw materials, components, labor, fuel or supplies, or other circumstances beyond Seller's reasonable control ("Force Majeure Event"). If Seller elects, the time for performance shall be extended by a period of time equal to the time lost because of any delays caused by reasons of a Force

Terms and Conditions

Majeure Event. Should Seller be prevented from completing Buyer's order or any part thereof because of any Force Majeure Event, then Buyer agrees promptly upon request and upon receipt of invoice therefor, to pay Seller for any Product or Products then completed.

9. Work Product

"Work Product" shall include, without limitation, all designs, discoveries, creations, works, devices, masks, models, work in progress, service deliverables, inventions, products, special tooling, computer programs, procedures, improvements, developments, drawings, notes, documents, business processes, information and materials made, conceived or developed by Seller alone or with others that result from or relate to the Products. All Work Product shall at all times be and remain the sole and exclusive property of Seller. Buyer hereby agrees to irrevocably assign and transfer to Seller and does hereby assign and transfer to Seller all of its worldwide right, title and interest in and to the Work Product including all associated intellectual property rights. Buyer hereby waives any and all moral and other rights in any Work Product or any other intellectual property created, developed or acquired in respect of the Products. Seller will have the sole right to determine the treatment of any Work Product, including the right to keep it as trade secret, execute and file patent applications on it, to use and disclose it without prior patent application, to file registrations for copyright or trademark in its own name or to follow any other procedure that Seller deems appropriate. All tools and equipment supplied by Buyer to Seller shall remain the sole property of Seller.

10. Confidentiality

(a) Buyer may acquire knowledge of Seller Confidential Information (as defined below) in connection with Products and/or its performance hereunder and agrees to keep Seller Confidential Information in confidence during and following termination or expiration of this Agreement. "Seller Confidential Information" includes but is not limited to all information, whether written or oral, in any form, including, without limitation, information relating to the research, development, products, methods of manufacture, trade secrets, business plans, customers, vendors, finances, personnel data, Work Product, and other material or information considered proprietary by Seller relating to the current or anticipated business or affairs of Seller that is disclosed directly or indirectly to Buyer. In addition, Seller Confidential Information means any third party's proprietary or confidential information disclosed to Buyer in the course of providing Products to Buyer.

(b) Buyer agrees not to copy, alter or directly or indirectly disclose any Seller Confidential Information. Additionally, Buyer agrees to limit its internal distribution of Seller Confidential Information to Buyer's employees who have a need to know, and to take steps to ensure that the dissemination is so limited. In no event will Buyer use less than the degree of care and means that it uses to protect its own information of like kind, but in any event not less than reasonable care to prevent the unauthorized use of Seller Confidential Information. Buyer may disclose Seller Confidential Information that is required to be disclosed pursuant to a requirement of a government agency or law but only after Buyer provides prompt notice to Seller of such requirement and gives Seller the opportunity to challenge or limit the scope of the disclosure.

(c) Buyer further agrees not to use Seller Confidential Information except in the course of performing hereunder and will not use such Seller Confidential Information for its own benefit or for the benefit of any third party. All Seller Confidential Information is and shall remain the property of Seller. Upon Seller's written request, Buyer shall return, transfer or assign to Seller all Seller Confidential Information, including all Work Product, and all copies containing Seller Confidential Information.

11. Patent Indemnity

In the event any Product is made in accordance with drawings, samples or manufacturing specifications designated by Buyer, Buyer agrees to indemnify, defend, and hold Seller harmless from any and all damages, costs and expenses (including attorney's fees) relating to any claim arising from or relating to the design, distribution, manufacture, marketing, sale, or use of the Product or arising from or relating to a claim that such Product furnished to Buyer by Seller, or the use thereof, infringes any claim of any patent, foreign or domestic, and Buyer agrees at its own expense to undertake the defense of any suit against Seller brought upon such claim or claims.

12. Changes in Product Design or Manufacture

Seller shall have the right to change, discontinue or modify the design and construction of any of its products and to substitute material equal to or superior to that originally specified.

13. Software License

Software, if included with a Product, is hereby licensed and not sold. The license is nonexclusive, and is limited to use with the Product with which it is included. No other use is permitted and Seller retains for itself (or, if applicable, its suppliers) all title and ownership to any software delivered hereunder, all of which contains confidential and proprietary information and which ownership includes without limitation all rights in patents, copyrights, trademarks and trade secrets. Buyer shall not attempt any sale, transfer, sublicense, reverse compilation or disassembly (save to the extent expressly permitted by law) or redistribution of the software. Buyer shall not copy, disclose or display any such software, or otherwise make it available to others.

14. Compliance with Laws

Buyer shall comply with all laws and regulations applicable to Products including all applicable import and export laws and regulations. Buyer and Buyer's Agent shall provide all information requested by Seller relating to Seller's voluntary or mandatory compliance with any law or regulation, and Buyer shall indemnify Seller for any losses incurred by Seller arising from Buyer's or Buyer's Agent's failure to provide the information requested by Seller.

15. Waiver

No waiver of any provision of these terms and conditions (or any right or default hereunder) shall be effective unless in writing and signed by an authorized representative Seller. Any such waiver shall be effective only for the instance given, and shall not operate as a waiver with respect to any other rights or obligations under these terms and conditions or applicable law in connection with any other instances or circumstances.

16. Language

The parties have expressly required that these terms and conditions be prepared in the English language. Les parties aux présentes ont expressément exigé que les présents termes et les bons de commandes émis aux termes des présentes soient rédigés en langue Anglaise.

17. Choice of Law and Dispute Resolution

Except as set forth below, these terms and conditions shall be governed by and construed in accordance with the laws of the State of Texas, without reference to its choice of law rules. If both Seller and Buyer are incorporated under the laws of Canada or a province of Canada, these terms and conditions shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada. If Buyer is incorporated in the United States, any claim or litigation arising out of or relating to Products shall be brought exclusively in a court of competent jurisdiction in Harris County, Texas. If Buyer is incorporated outside of the United States, any dispute will be resolved by arbitration in Houston, Texas, by three arbitrators and under the International Chamber of Commerce Rules of Arbitration. The language of the arbitration will be English. In all cases, Buyer and Seller expressly exclude from application the United Nations Convention on Contracts for the International Sale of Goods.

18. Assignment

Buyer may not assign, transfer or subcontract the performance of its services, or any of its rights and/or obligations hereunder, without Seller's prior written consent.

19. Severability

If any provision of these terms and conditions is determined to be illegal, invalid, or unenforceable, the validity and enforceability of the remaining provisions of these terms and conditions will not be affected and, in lieu of such illegal, invalid, or unenforceable provision, there will be added, as part of these terms and conditions, one or more provisions as similar in terms as may be legal, valid and enforceable under applicable law. CPS 04092020

20. Epidemic

Seller shall not be responsible for any failure to perform, or delay in performance of, its obligations resulting from the COVID-19 pandemic or any future epidemic, and Buyer shall not be entitled to any damages resulting thereof.



**PLANNING COMMISSION
ANNUAL REPORT**

2025

INTRODUCTION

The Michigan Planning Enabling Act (MCL 125.3801 et seq.) requires that “a planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development” (MCL 125.3819(2)).

This document is intended to serve as the Planning Commission’s Annual Report to the Hillsdale City Council in accordance with Michigan Planning Enabling Act. It will also outline actions taken by the Zoning Board of Appeals and permitting activities taken by the Assessing Department and the Department of Public Services.

MEMBERSHIP

The Hillsdale City Planning Commission is comprised of seven (7) members. Current membership is as follows:

Member	Term Expiration
Kerry Laycock – Chair	November 2026
Matthew Kniffin – Vice Chair	November 2026
Christian Winter – Secretary	November 2026
William Morrisey – Ex Officio	-
Jack Shelley	November 2027
Eric Coykendall	November 2028
Cathy Kelemen	November 2028

The City of Hillsdale would like to extend their gratitude to the Commissioners for their time and service.

Planning Commission members and City Staff would like to thank former Chair Eric Moore and Zoning Administrator Alan Beeker for their longstanding commitment to both the Planning Commission and the City.

MEETINGS

Per MCL 125.3821(1), “A planning commission shall hold not less than 4 regular meetings each year, and by resolution shall determine the time and place of the meetings.” The City of Hillsdale Planning Commission held a total of **12** meetings during the **2025** calendar year:

January 15, February 19, March 19, April 16, May 21, June 18, July 16, August 20, September 24, October 15, November 19, and December 17.

All meetings were held in the Council Chambers of Hillsdale City Hall. All work by the Commission was complete and recorded in compliance with the Open Meetings Act.

MASTER PLAN REVIEW

Per MCL 125.3845(2), “At least every 5 years after adoption of a master plan, a planning commission shall review the master plan and determine whether to commence the procedure to amend the master plan or adopt a new master plan. The review and its findings shall be recorded in the minutes of the relevant meeting or meetings of the planning commission.”

The last amendment to the City of Hillsdale Master Plan took place in **2021**. Planning Commission will need to determine whether amendment or adoption of a new master plan is appropriate in **2026**.

5-YEAR RECREATION PLAN REVIEW

The Planning Commission, acting as the Recreation Advisory Commission, recommended approval of the **2025-2030** Recreation Plan at their **December 17, 2025** meeting – following a public hearing. City Council approved the final draft of the plan at their **January 5, 2026** meeting.

ORDINANCE AMENDMENTS

The following zoning ordinance amendments were supported by the Planning Commission and adopted by City Council:

Ordinance No.	Date Adopted	Section Amended
2025-01	05/05/2025	Sec. 18-103 & 18-113
2025-02	05/05/2025	Sec. 36-411 & 36-412
2025-03	05/05/2025	Sec. 36-681

Sec. 18-103. – Streets

Sec. 18-113. – Private Streets

Sec. 36-411. – Limitations on height, bulk, density and area by land use

Sec. 36-412. – Subdivision open space plan

Sec. 36-681. – Requirements (Article IX. – Obscuring Walls and Fences)

DEVELOPMENT REVIEWS

The Planning Commission reviewed the following development requests in **2025**:

Project Type	Location	Description	Recommendation to City Council	Date of Action	Status
Site Plan	58 Park St	New Multi-purpose Building at Hillsdale College	N/A	02/19/2025	Approved
Site Plan	3335 W Carleton Rd	New 1,680 SF Restaurant - KFC	N/A	03/19/2025	Approved

Site Plan	155 E Bacon St	New Fitness Park	Conditional Approval	07/16/2025	Approved w/ Cond.
Land Div	72 S Broad St	<i>See Legal Description</i>	Approve as Requested	09/16/2025	Approved
Site Plan	190 Uran St	40' x 50' Steel Prefab Storage Building on Existing Concrete	N/A	10/15/2025	Approved
Site Plan	386 W Carleton Rd	Change in Use of Existing Building – Hope Harbor Boarding House	N/A	11/19/2025	Denied

PERMITTING ACTIVITIES

The Assessing Department and the Department of Public Services generated the following permits in 2025:

Permit Type	Total Permits Generated	Total Fees Collected
Fence	31	\$1,850
Right-Of-Way	151	\$20,485
Permanent Sign	30	\$3,500
Use & Occupancy	142	\$14,050
Zoning	77	\$8,200
Totals	432	\$48,160

Yearly Comparison by Permit Category:

Permit Type	2022		2023		2024		2025	
	#	Fees	#	Fees	#	Fees	#	Fees
Fence	35	\$1,125	24	\$1,150	34	\$1,700	31	\$1,850
Right-Of-Way*	-	-	88	\$14,054.84	122	\$14,203.19	151	\$20,485
Sign	21	\$2,225	19	\$2,300	14	\$1,650	30	\$3,500
Use & Occupancy	202	\$8,000	317	\$16,125	257	\$21,375	142	\$14,050
Zoning	43	\$7,350	39	\$5,950	41	\$6,225	77	\$8,200
Totals	301	\$18,700	487	\$39,579.84	468	\$45,153.19	432	\$48,160

* *Right-of-Way permits were not tracked in BS&A Software's Building Department.Net application until 2023.*

VARIANCES

MCL 125.3603

(1) The zoning board of appeals shall hear and decided questions that arise in the administration of the zoning ordinance, including the interpretation of the zoning maps, and may adopt rules to govern its procedures sitting as a zoning board of appeals. The zoning board of appeals shall also hear and decide on matters referred to the zoning board of appeals or upon which the zoning board of appeals is required to pass under a zoning ordinance adopted under this act. It

shall hear and decide appeals from and review any administrative order, requirements, decision, or determination made by an administrative official or body charged with enforcement of a zoning ordinance adopted under this act. For special land use and planned unit development divisions, an appeal may be taken to the zoning board of appeals only if provided for in the zoning ordinance.

The Hillsdale City Zoning Board of Review is comprised of seven (7) members. Current membership is as follows:

Member	Term Expiration
Daniel LaRue - Chair	November 2026
Tammie Henderson – Vice Chair	November 2026
Amber Yoder – Secretary	November 2028
Matthew Kniffin – PC Representative	November 2026
Matthew Bentley – Ex Officio	-
Jordan Adams	November 2025
John Kast	November 2028

The Zoning Board of Appeals heard the following variance requests in **2025**:

Variance Type	Location	Description	Status	Date of Action
Non-Use	11 Elm Hill	6’ High Privacy Fence in Addressed “Front” Yard	Granted	10/29/2025

ZONING MAP

The following amendments to Section 36-143 were made in **2025**:

Request Type	Location	Description	Ordinance No.	Date Adopted
Rezoning	335 N West St, 337 N West St, & 315 Summit St	RD-1 to C-1	2025-04	07/21/2025
Rezoning	124 S Howell St	RD-1 to B-1	2025-05	10/20/2025
Rezoning	244 E Bacon St	RD-1 to RM-1	2026-01	01/05/2026
Rezoning	350 Hillsdale St Parcel B	B-1 to RD-1	2026-02	01/05/2026

TRAINING

The following training was completed in **2025**:

Commissioner/Staff	Topic Description	Date Completed
Olivia Smith	Citizen Planner Program (Online)	12/26/2025

2026 GOALS

1. Conduct an annual review of the Master Plan
2. Begin a comprehensive review of the zoning ordinance; prioritizing errors and enforcement concerns prior to a chronological review
3. Complete a comprehensive review of the Planning Commission Bylaws
4. Receive semiannual reports from the Assessing Department regarding enforcement efforts. Reports should highlight enforcement difficulties using the existing ordinances so that amendments are effective.

City of Hillsdale Agenda Item Summary

Meeting Date: March 16, 2026

Agenda Item: Communication

SUBJECT: 2026-27 Budget Review Dates

BACKGROUND PROVIDED BY: David Mackie, City Manager / BPU Director

At the April 7th city council meeting the Mayor and City Council will be presented with the 2026-27 City Budget for review. Staff would like to hold budget work/review sessions on April 30th and May 7th at 6:00 pm in the City Council Chambers. As in previous years, the Finance Director will attempt to schedule the departments to balance out the length of the meetings.

**2026
NEW DATE!**

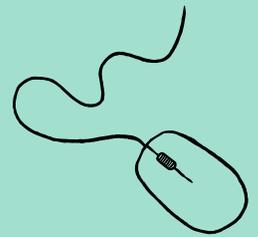


**It's time to clean out that
old electronics drawer.
Do it for free!**



E-waste Collection

**E-Waste Collection made possible
by EGLE in partner with the
Hillsdale Conservation District
588 Olds St. Bldg. 2, Jonesville 49250
(517) 825-0162 or hillsdalecd@macd.org**



Got old electronics?

During Tree Sale

April 24th - 25th at

Hillsdale County Fairgrounds

115 S. Broad St. Hillsdale, MI 49242

No registration required.

Bring us your old, broken, and unneeded electronics, small appliances, and cables

****NO large appliances like ovens, refrigerators,
freezers, washers, or dryers****

Electronics will only be accepted

April 24th (8am - 5pm) &

April 25th (8am - 12pm)

Drop off is free but donations appreciated.



CITY OF HILLSDALE 2026 RESIDENTIAL BRUSH COLLECTION NOTICE

The City of Hillsdale Department of Public Services will provide a onetime curbside residential collection of brush. This service is offered to its *residents only*.

Residents are reminded of the following collection requirements:



Brush Collection: *Brush is defined as any large enough woody material that would be chipped.*

Spring Brush collection will begin at **7:00 am** on **Monday, April 6, 2026**, crews cannot return to pick up material set out late. Therefore, it is very important to have material at the curb by 7:00 am on April 6th. Material needs to be placed at the curb with the cut end facing the street. Limbs less than 8 feet in length and up to 8 inches in diameter will be collected.

No stumps, large trunks, stones or dirt will be picked up. Please keep branches and brush piles away from all utility poles, telephone service pedestals, water shut-off valves, fire hydrants, etc. Also, do not place items in the street or on the sidewalk. This causes additional clean-up problems on the street surface, in the storm sewers and it may also obstruct visibility or cause traffic flow problems.

Collection is intended for residential scale only and is not intended for commercial properties or those clearing vacant or overgrown land. No brush from outside the city is allowed to be placed at the curb.

Brush Site: The City of Hillsdale will also open the Brush Site on Waterworks Ave to City Residents (only) for **BRUSH** (only) beginning April 6th Hours are 7:00 am to 3:00 pm Monday – Friday. Closed Saturday and Sunday. **NO DUMPING IS PERMITTED AFTER HOURS.**

Leaf Collection: There is **NO** spring leaf collection scheduled for 2026. Contact the Department of Public Services for information on additional options to help take care of your yard debris this spring.

Questions regarding Residential Brush Collection and/or Leaf Collection should be directed to the Department of Public Services @ either 517-437-6490 or email publicservices@cityofhillsdale.org

City of Hillsdale

Agenda Item Summary

Meeting Date: **March 16, 2026**

Agenda Item # : **New Business**

SUBJECT: **Contract with Domestic Harmony**

BACKGROUND PROVIDED BY STAFF:

The City has supported Domestic Harmony for more than 20 years. They provide victims of domestic violence and their children vital services such as: crisis intervention, 24-hour supportive counseling, and transportation, temporary shelter, housing placement assistance, information and referrals in legal and financial matters. These services are free of charge to those who reside in Hillsdale County. The City's annual contribution has historically been viewed as support for these community services, which benefit Hillsdale residents and address needs the City does not directly provide.

The attached document from Jessica Flaughner, the Executive Director of Domestic Harmony, asks the City to continue their support for fiscal year 2026-27. For the City's fiscal year 2025-26, the contribution approved by Council was \$7,500.

RECOMMENDATION

Staff recommends Council review and/or approve the contract with Domestic Harmony for 2026-2027.



DOMESTIC HARMONY
P.O. Box 231
Hillsdale, Michigan 49242
Telephone: (517) 439-1454
Fax: (517) 439-5144

February 26, 2026

Dear Hillsdale City Council Members,

Thank you very much for supporting Domestic Harmony through the purchase of a service contract in 2025. This support has enabled us to provide services to victims of domestic violence. Last year we provided shelter to 32 adults (1107 bed nights) and 23 children (1345 bed nights), supportive counseling to 114 non-residential clients, and answered 347 crisis hotline calls.

We are asking that all cities and townships in Hillsdale County contract with Domestic Harmony to provide residents of each municipality services for victims of domestic violence and their children. We continue to offer the following services:

- ❖ Transportation from a safe place to shelter;
- ❖ Safe emergency shelter;
- ❖ A 24-hour crisis hotline;
- ❖ Crisis intervention and supportive counseling;
- ❖ Coordination of support services, including assistance in finding permanent housing and in obtaining financial assistance; and
- ❖ Legal advocacy referral and information.

There is no charge for any of our victim or prevention services.

We ask that City of Hillsdale contract with Domestic Harmony once again this year. Last year the amount of your contract was \$7,500.00. As you prepare your budget for this year, we ask that you contract with us at the same amount or more if you are able. Your contracting with us will ensure our ability to continue our critical services for victims of domestic violence and their families.

Enclosed are two copies of a contract. Please fill in the amount you are able to contract for, sign both copies and send one back to us.

Thank you very much for your consideration of this very important issue.

Sincerely,

Jessica Flaughner
Executive Director

**DOMESTIC HARMONY
CONTRACT FOR SERVICES**

The City of Hillsdale (hereinafter "City", located in the County of Hillsdale, and State of Michigan, agrees to purchase services recently codified in MCL 41. 110c(e), for victims of domestic violence for residents of said city from the Hillsdale County Taskforce on Family Violence, which is doing business as Domestic Harmony (hereafter "Domestic Harmony") for the fiscal year 2026. This period may include past services as well as future services.

"Domestic Violence" means a violent physical attack or fear of a violent physical attack perpetrated by an assailant against a victim, in which the victim is a person assaulted or threatened by his or her intimate partner, former intimate partner, an adult person, or emancipated minor assaulted by an adult person with whom the assaulted person cohabited; and in which the victim and assailant are/were involved in a consenting sexual relationship.

Services to be provided under this contract to any number of eligible residents in the City are:

1. Transportation from a safe place to shelter;
2. Safe emergency shelter;
3. A 24 – hour crisis hotline;
4. Crisis intervention and supportive counseling;
5. Coordination of support services, including assistance in finding permanent housing and in obtaining financial assistance; and
6. Legal advocacy referral and information,

These services are defined in Domestic Harmony's grant from the Domestic Violence Prevention and Treatment Board of the State of Michigan.

To purchase said services the City agree to pay Domestic Harmony the sum of \$ _____ for the 2026 fiscal year, which begins on _____ and ends on _____.

Domestic Harmony agree to defend, indemnify, and hold harmless the City from any claim, demand, suit, loss, cost of experience, or any damage which may be asserted, claimed or recovered against or from Domestic Harmony by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost or expense, if caused in whole or in part by the negligence of Domestic Harmony, or by third parties, or by the agents, servants, employees or factors of any of them.

City of Hillsdale

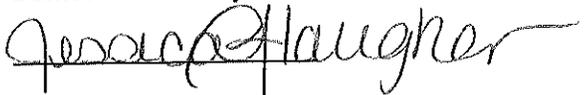
By: _____

/print/ _____

Its _____

Date: _____

Domestic Harmony



Executive Director

Date: 8/26/26

City of Hillsdale

Agenda Item Summary

Meeting Date: March 16, 2026
Agenda Item: New Business
Subject: City Mowing Contract Types A, B, C, D, F, and G.
Background: Jason Blake, Director of Public Services

The mowing contract covers all city buildings and grounds (Type A), parks (C), traffic island and parking lots (B) some roadsides (D), city entrance signs (D), Field of Dreams (F) and cemeteries (G). The scope of work covers all mowing, string trimming, edging and some light landscaping. The total area to be mowed is approximately 175 acres once per week, and Fields of Dreams twice per week during peak growth. City received the following bids:

<u>Contractor (3 Year Contract):</u>	<u>Type</u>	<u>Cost</u>	<u>Type</u>	<u>Cost</u>	<u>Total 3 Year</u>
Finish Line Property Solution – ABCD&F		\$231,511.21	G	\$171,393.04	\$402,904.25
Exceptional Loyal Committed Solutions. -	No bid on ABCDF & G (Type H, BPU mowing only)				
Bill’s Lawn Care -	ABCD&F	\$307,540.00	G	\$0.00	\$307,540.00
TKC Lawn and Snow -	ACBD&F	\$0.00	G	\$180,700.00	\$180,700.00

See attached bid tab for yearly breakdown. BPU, Type H, mowing will be presented at a future Council to allow for BPU Board Approval.

Recommendation:

Staff recommends that City Council award the the City of Hillsdale 2026-2028 Type A, B, C, D F & G Lawn Maintenance contract to Finish Line Property Solutions, in the amount of \$402,904.25.

Lawn Maintenance

Bid Description

BID RESULT SHEET

3/3/2026 - 10:00:00 AM

Date Time

Company	Total 2026			Total 2027			Total 2028		
	Type: A,B, C, D & F	Type: G	Type: H	Type: A,B, C, D & F	Type: G	Type: H	Type: A,B, C, D & F	Type: G	Type: H
Finish Line Property Solutions	\$75,074.20	55,450.98	12,700	77,060.42	54,114.46	13,122.20	79,376.59	58,827.60	13,517.80
Contract Total - 3 Year							231,511.21	171,393.04	39,377
Exceptional L. Comm. Sol.			80,080.00			80,080			80,080
Contract Total - 3 year									240,240.00
Bills Lawn Care	100,500			100,500			106,540		
Contract Total - 3 Year							307,540		
TKC Lawn and Snow		59,800			59800			61,100	
Contract Total - 3 Year								180,700	
Contract Total - 3 Year									
Contract Total - 3 Year									

City of Hillsdale

Agenda Item Summary

Meeting Date: March 16, 2026

Agenda Item: New Business

SUBJECT: Street Project Funding Options and Special Assessment Policy Amendment

BACKGROUND PROVIDED BY STAFF:

Over the past several years, the City of Hillsdale has utilized Special Assessment Districts (SADs) as a necessary tool to help offset the costs of street reconstruction projects. This approach reflected prior policy direction from City Council, specifically that “*all* roadway-related projects except those considered Light Preventative Maintenance” should include a resident cost-share through specially assessing a portion of the project costs.

Recent feedback from several Council members, along with property owner objections to the proposed assessment districts, indicates there is a growing dissatisfaction with the current policy to require special assessment districts for every street reconstruction project. Considering this shift, staff is seeking policy direction from Council on how to proceed with funding road projects.

For the current construction season, staff proposed three local street projects that assumed approximately \$935,000 in cost-share through special assessment revenue as part of the funding structure. If special assessments are not going to be used as a funding mechanism for these projects, that revenue will need to be replaced through other means, or the scope of the projects will need to be adjusted.

Staff has developed a concept for Council to consider as it determines the best way to move forward. The below options are not mutually exclusive; rather, they can be used individually or in combination to help address the funding gap created by moving away from special assessments.

Option 1: Utilize the Street Sinking Fund Millage

One option would be for Council to consider levying the existing Street Sinking Fund millage (1.4 mills are available to levy in 2026, estimated to be \$310,000/year) in years when additional funding is required to complete planned projects. Council currently has the authority to levy this millage but has not done so in recent years.

Utilizing this tool periodically could help replace some of the funding shortfall created by moving away from the cost-share model that relies on special assessments. However, this option alone would not generate sufficient revenue to allow the City to accomplish multiple street reconstruction projects per year.

Option 2: Reduce Project Scope to Match Available Funding

If Council still wishes to complete the three proposed projects this year, staff would need to adjust the scope of those projects to account for the approximately \$935,000 funding gap created by the absence of special assessment revenue.

The most practical way to reduce project costs is to remove certain property-enhancing features from the project scope. These include:

- Curb and gutter replacement
- Sidewalk repairs and replacement
- Driveway approach reconstruction

These items collectively account for approximately 25% of the total project cost. By excluding these elements across the three projects, and removing the add-ons, the City could reduce project costs sufficiently to proceed using existing funding sources and balances while maintaining the integrity of the Special Assessment Policy.

Under this approach, the affected streets would receive new pavement from curb to curb, improving the driving surface and extending the life of the roadway approximately 15-25 years or more. However, the full rebuild that was originally proposed and the property-enhancing features would not be included in an effort to trim cost while keeping the project boundaries largely the same.

RECOMMENDATION:

If Council wishes for staff to complete the three projects proposed for this year and maintain a comparable level of street reconstruction in future years, staff recommends adopting a two-tier approach moving forward.

Under this approach, property owners who support the Special Assessment Policy's cost-share model would be eligible for projects that include the property-enhancing features outlined in Option 2 above, such as curb and gutter replacement, sidewalk repairs or replacement, and driveway approach reconstruction.

Conversely, in project areas where property owners do not support the cost-share model through a special assessment, the City would proceed with a reduced project scope that focuses on the roadway itself and excludes these property-enhancing features.

This approach would allow staff to better align project costs with available funding while also providing property owners with a choice regarding the level of street improvements they wish to pursue. Additionally, this approach would still advance Council's priority of completing as much roadwork as possible within the shortest practical timeframe.

Attached is a memo from City Engineer Rob Stiverson demonstrating that by reducing the scope of the three projects in this manner, as well as eliminating the portion of Oak Street from Fayette

to East College Street, and Proctor Drive, the City could achieve approximately \$918,000 in cost savings. This amount is nearly equivalent to the special assessment revenue originally anticipated for these projects.

To implement this approach, the current Special Assessment Policy would need to be amended to clarify that special assessments are no longer required for all local street projects.

Staff therefore recommends amending the policy to reflect the following:

- Special assessments are not required for every local street project.
- Projects proceeding without a special assessment district will not include curb and gutter replacement, sidewalk repairs and replacement, or driveway approach reconstruction, and may utilize lower-cost surfacing treatments.
- If property owners in a proposed project area support a special assessment district, a full reconstruction project including these property-enhancing features will be designed.

A resolution containing these amendments to the Special Assessment Policy is attached for Council's consideration. This resolution builds upon the 2025 Special Assessment Policy update, with the proposed amendments to Sections 1-4 highlighted for ease of reference.

Date: 3/11/26
 To: City Manager Mackie, Assistant City Manager Fry, DPS Director Blake
 From: Robert Stiverson, PE, City Engineer
 Subject: Project Costs.

Cost Comparison – Original design versus reduced scope to match available funding for Oak Street from Willow Street to Fayette Street, South Street from Reading Avenue to Broad Street, Arch Avenue from Mechanic Street to West Carleton Road, and Industrial Drive from Mechanic Road to Beck Road

	A Fall 2025 Design	B Pavement & ADA	C Partial Depth ADA	Cost Saving
Oak St– Willow to Fayette – Major	\$ 800,000.00		\$ 460,000.00	\$ (340,000.00)
Oak St – Fayette to College – Local	\$ 254,000.00		\$ -	\$ (254,000.00)
South – Reading to Broad – Major	\$ 775,000.00	\$ 576,000.00		\$ (199,000.00)
Arch Ave, Industrial Dr – Major	\$1,201,500.00			\$ -
Proctor Dr - Major	\$ 125,000.00		\$ -	\$ (125,000.00)

TOTAL COST SAVINGS WITH REDUCED PROJECT SCOPE:	\$ (918,000.00)
-------------------------------------------------------	------------------------

- A. **Fall 2025 (Original) Design:** Street was driven to look for Sub-Grade failures to determine if undercut and reconstruction of the Base Materials was required. Removal of E-Curb, and excavation in areas of no curb to allow for F-Curb & Gutter could be installed. If a drive approach was impacted by the Curb Replacement, the drive approach was replaced. If a new concrete drive approach was impacted, the drive approach only had 2ft removed and replaced, if the drive approach was in poor condition then the entire drive approach was replaced. Handicap ramps were replaced if out of compliance with current ADA Standards. Sidewalks were replaced based on condition. The Road surface was to be replaced with 5” of new Hot Mix Asphalt (HMA) Surface, and new pavement markings. Traffic Control and Soil Erosion & Sedimentation Control included.
Special Assessment District Required
- B. **Pavement & American’s with Disabilities Act (ADA) Sidewalk Replacement:** Street was driven to look for Sub-Grade failures to determine if under-cut and reconstruction of the Base Materials was required. Handicap ramps were replaced if out of compliance with current ADA Standards. The Road surface was to be replaced with 5” of new HMA Surface, and new pavement markings. Traffic Control and Soil Erosion & Sedimentation Control included.
Special Assessment District Not Required
- C. **Partial Depth Pavement Replacement, with Leveling Course Patching and ADA Sidewalk Replacement:** This option includes removing the top 1.5” of the Pavement Surface over the full width of the street. Then looking at the previously placed cold patch, and alligator cracking, to determine if removing the level course to the aggregate base would be required. The Street was reviewed for Sub-Grade failures to determine if undercut and reconstruction of the base materials was required. Traffic Control and Soil Erosion & Sedimentation Control included. NOTE: This option leaves existing level course of asphalt in place, and will be subject to reflective cracking.
Special Assessment District Not Required

Note: Arch, Industrial and Proctor had a small amount of curb & gutter at intersections to prevent semi-truck traffic from driving on the grass and potentially damaging infrastructure such as Water Valve Boxes, and Industrial had a small amount of curb to reduce erosion potential from storm water runoff.

CITY OF HILLSDALE, MICHIGAN

Resolution # _____

2026 Resolution to Update the Policy and Procedures Used in Establishing and Allocating Costs to Special Assessment Districts

WHEREAS Michigan’s General Property Tax Act and Home Rule City Act provide for properties specially benefitted from certain public improvements to be specially assessed for all or a portion of those costs as determined necessary by local units of government; and

WHEREAS Section 11 of the Hillsdale City Charter provides for the general power of Council to levy special assessments with the “detailed procedure to be fixed by ordinance”; and

WHEREAS Hillsdale Municipal Code (HMC) Chapter 2, Article V, Division 3 provides for the detailed procedure allowing for costs to be allocated “pro rata upon the lots and premises in such special assessment district, according to frontage, or benefits, and shall determine whether such special assessment may be divided into installments and the interest rate to be charged upon the deferred balance from time to time unpaid; provided, however, that such special assessments shall not be divided into more than 15 successive annual installments and the interest charged shall not exceed six percent per year upon the deferred balance...”; and

WHEREAS a “Road Improvement Special Assessment District Policy” document was prepared by the City Engineer and presented to Council at their February 15, 2021 meeting for approval; and

WHEREAS certain procedures outlined in that policy resulting in allocation of assessments that were deemed by some to be inequitable for certain individual property owners.

NOW, THEREFORE, BE IT HEREBY RESOLVED, the **City of Hillsdale, Hillsdale County**, adopts the following procedural guidelines in addition to those requirements set forth by statute, charter, and ordinance, for city staff regarding implementation of Special Assessment Districts (SADs) related to all road maintenance, rehabilitation and reconstruction projects on the City's Major and Local Street system within the City's geographic boundary.

- 1) All roadway related projects within the public Rights-Of-Way (ROW) except those considered Light Preventative Maintenance, i.e.; crack treatments, chip sealing, micro-surfacing and ultra-thin overlays, etc., may be considered for the establishment of SADs in accordance with the procedures outlined below.
- 2) Notwithstanding the above, the City Council affirms that the establishment of a SAD shall not be required for every roadway related project. City staff may advance roadway maintenance, rehabilitation, or reconstruction projects using available municipal funding sources without establishing a SAD where Council determines such an approach is appropriate.

- 3) For roadway related projects proceeding without a SAD, project design shall prioritize cost-efficient improvements focused on restoring roadway functionality. Such projects will generally exclude property-enhancing elements such as curb and gutter replacement, sidewalk repair or replacement, and driveway approach reconstruction, and may favor lower-cost surfacing treatments where feasible. These elements may be included only where necessary to meet applicable Americans with Disabilities Act (ADA) accessibility requirements or where they are determined by the City Engineer to be essential for drainage, traffic control, or public safety purposes.
- 4) If property owners within a proposed project area demonstrate support for the establishment of a SAD in accordance with applicable procedures, the City may design a more comprehensive reconstruction project that includes the aforementioned property-enhancing features within the ROW of the project roadway.
- 5) Procedures for the establishment of SADs shall be in accordance, but not limited to, the process as defined in the City of Hillsdale's Charter, Section 11 and Code of Ordinances, Article V.-Finances, Division 3.-Special Assessments and any other applicable sections of the City Charter, Code of Ordinances and/or state law.
- 6) Projects and associated project costs will include all work within the public ROW including work that may be necessary within utility easements for the benefit of the roadway project, i.e.; storm water systems, culverts or other similar types of work.
- 7) Costs for work on utilities, with established funding sources from user rates; i.e.; water mains, sanitary sewer mains and electric systems, etc., will not be included in the final SAD costs to be assessed to parcels within the district.
- 8) The project costs will be shared 50/50 by the City of Hillsdale and the parcels defined as part of the SAD.
- 9) Parcels to be included within the SAD will be those properties with property lot lines that border the ROW of the project roadway, plus parcels where the sole vehicular access is via alley, driveway or easement directly to the project roadway.
- 10) The Assessor shall prepare and present the special assessment roll for confirmation within 90 days of adoption of the resolution establishing the SAD boundaries.
- 11) Unless otherwise directed by resolution, the assessment for parcels within the SAD will be allocated as follows:
 - a) 50% of the estimated total eligible project costs shall be allocated to all parcels within the defined SAD based on the percentage of their actual or implied street frontage to the total actual and implied street frontage of all parcels on the project roadway.
 - b) For parcels with no frontage on the project roadway but that are accessed for vehicular traffic solely by alley, easement or shared driveway directly to the project roadway, the allocation shall be based on an implied frontage of 16.5 feet if there is no specific deeded easement, or the width of their deeded easement factored by 0.5.
 - c) For parcels with frontage on more than one street, a frontage factor of 0.75 shall be applied if the project roadway is the lesser frontage or 0.5 for the greater frontage.

- 12) No individual parcel assessment shall exceed the following maximum limits as determined from the last preceding assessment (tax) roll certified by the Board of Review:
 - a) 25% of the total True Cash Value of the property;
 - b) \$5,000 for any parcel classified as Residential;
 - c) \$10,000 for any parcel classified as Commercial;
 - d) \$15,000 for any parcel classified as Industrial.
- 13) Payment of special assessments may be made in full without interest or penalty on or before August 31 in the year that the assessment is confirmed;
 - a) Payment in full may be made at any time after August 31 with interest only to the date of payment.
 - b) Deferred special assessments shall be split into fifteen (15) annual installments unless every parcel share within the district is \$5,000 or below, in which case the number of annual installments shall be ten (10);
 - c) Annual installments shall be calculated and billed at an amount to include interest as of August 31, subject to the right of advance payment of any such installment with interest only to the date of payment;
 - d) Unpaid installments as of September 1 shall be added to the annual winter property tax bill;
 - e) Interest shall be determined based on the current bond rate plus 1% as of the date that Council adopts the resolution establishing the district (not to exceed 6%);
- 14) Adjustments to the final assessment:
 - a) If the "Final" eligible project costs are more than five percent (5%) below the estimated cost, the special assessment roll shall be recalculated, with the difference to be adjusted on the final installment amount or refunded if paid in full prior to recalculation.
 - b) If the "Final" eligible project costs exceed estimates by over five percent (5%), additional pro rata assessments may be made provided that the total special assessment for each parcel may not exceed the limitations listed above.
 - c) "Final" eligible project costs are defined as the actual costs paid to the contractors/subcontractors including but not limited to all labor, materials, and equipment for completion of the project scope less the utility costs as noted above.
- 15) As only a limited number of city streets are eligible for grants, any grants received for a project will be utilized to pay the city's portion of the project costs. Grants will not be used to lessen the eligible project costs to be assessed to the SAD unless grant language expressly restricts the use of SADs as part of the grant rules.

BE IT ALSO RESOLVED that these guidelines are intended to provide uniformity in procedures but that situations may arise requiring additional scrutiny and adjustment of individual assessments by Council at their discretion, as provided for in statute and ordinance, to be made at the time of the 2nd Public Hearing for Confirmation of the Special Assessment Roll for each district; provided, however, that every parcel shall be assessed equitably based on the benefit received.

The foregoing resolution offered by Councilmember _____,
and supported by Councilmember _____.

The vote in favor of the resolution being as follows:

Roll call: _____

Motion passed, __ - __

Resolution declared adopted.

Date: _____

Scott Sessions, Mayor

Katy Price, Clerk

CERTIFICATION

As the Clerk for the City of Hillsdale, Hillsdale County, Michigan, I certify that this is a true and complete copy of a resolution adopted by the Hillsdale City Council, Hillsdale County at its Regular meeting, held _____, 202__.

Katy Price, Clerk

Describe any previous activities related to government: 21 years in the military
public advocacy

Please explain why you would be interested in serving on the council or committee: Strong
supporter of local airports & anything aviation

Please explain your understanding of the City of Hillsdale:
It's the people

Additional comments: Extensive military & commercial avia-
tion experience, some general aviation, small business
owner. Fierce advocate of + for Hillsdale

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.


Applicant Signature

8 JAN 26
Date