

CITY COUNCIL AGENDA

CITY OF HILLSDALE REGULAR MEETING

- 1. Call to Order and Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Public Comments on Agenda Items**
- 5. Consent Agenda**
 - A. Approval of Bills from claims of January 16, 2014 Claims of \$250,506.47 Payroll of \$131,095.30
 - B. Committee Reports (Pending Approval):
 1. Finance Minutes of January 2, 2014 & January 8, 2014
 2. TIFA Minutes of November 19, 2013
 3. TIFA Target Development Committee Minutes of November 25, 2013 & January 13, 2014
 4. Planning Commission Minutes of January 21, 2014
 - C. Council Minutes of January 20, 2014
- 6. Communications/Petitions**
 - A. City Treasurer Letter
- 7. Introduction and Adoption of Ordinance/Public Hearing**
 - A.
- 8. Unfinished Business**
 - A. Local Streets Maintenance
 - B. Code Enforcement
- 9. Old Business**
 - A.
- 10. New Business**
 - A. There are no new items of business which are ready for presentation to Council
- 11. Miscellaneous**
 - Appointments
 - Information Only- Michigan Liquor Control Commission Letter
- 12. General Public Comment**
- 13. Adjournment**

INVOICE APPROVAL LIST BY FUND
 JANUARY 16, 2014

Date: 01/16/2014
 Time: 2:55pm
 Page: 1

Hillsdale City Offices

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: GENERAL FUND							
Dept:							
101-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT	409		01/16/2014	94,863.81
			PAYROLL/SICK & PERSONAL				
101-000.000-228.003		DUE TO MME	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	5,844.70
					Total		100,708.51
Dept: CITY MANAGER							
101-172.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	583.06
101-172.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71877		01/16/2014	79.00
			COPIER TONER		509206		
101-172.000-801.000		CONTRACTUA	SPRINT	71905		01/16/2014	34.73
			CELL PHONE SERVICE		548517219-075		
					Total CITY MANAGER		696.79
Dept: ECONOMIC DEVELOPMENT							
101-174.000-801.000		CONTRACTUA	HILLSDALE POLICY GROUP, LTD. ECONOMIC DEVELOPMENT DEC 2013	71890		01/16/2014	3,014.89
					Total ECONOMIC DEVELOPMENT		3,014.89
Dept: ADMINISTRATIVE SERVICES							
101-175.000-801.000		CONTRACTUA	BMI	71871		01/16/2014	330.00
			MUSIC LICENSE ANNUAL FEE		24439457		
101-175.000-801.000		CONTRACTUA	CDW-G COMPUTER CENTERS	71873		01/16/2014	92.38
			LAPTOP REPAIR-PLANNING OFFICE		HW66394		
101-175.000-806.000		LEGAL SERV	POTTER, PC	71900		01/16/2014	1,655.00
			LEGAL SERVICES - POLICE		21391		
101-175.000-955.125		MISC-FLOWR	MARKET HOUSE	71896		01/16/2014	-12.84
			CREDIT FOR OVERPAYMENT		CR 83591		
					Total ADMINISTRATIVE SERVICES		2,064.54
Dept: ASSESSING DEPARTMENT							
101-209.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	437.87
101-209.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71877		01/16/2014	31.49
			INDEXES		508669-01		
101-209.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71877		01/16/2014	33.00
			PAPER		508669		
					Total ASSESSING DEPARTMENT		502.36
Dept: CITY CLERK DEPARTMENT							
101-215.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	108.65
101-215.000-734.000		POSTAGE	CITY OF HILLSDALE	71875		01/16/2014	25.84
			PETTY CASH				
101-215.000-905.000		PUBLISHING	HILLSDALE DAILY NEWS	71889		01/16/2014	83.25
			PUBLIC NOTIUCE-SPECIAL ELECTIO		87293		
101-215.000-905.000		PUBLISHING	HILLSDALE DAILY NEWS	71889		01/16/2014	143.50
			PUBLISH PROPOSED ORDINANCE		87229		
101-215.000-905.000		PUBLISHING	HILLSDALE DAILY NEWS	71889		01/16/2014	143.50
			PUBLISHED ORDINANCE		87292		
					Total CITY CLERK DEPARTMENT		504.74
Dept: FINANCE DEPARTMENT							
101-219.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	203.50
					Total FINANCE DEPARTMENT		203.50
Dept: CITY TREASURER							
101-253.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	30.64
101-253.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71877		01/16/2014	102.23
			CHAIR MAT		509168		
					Total CITY TREASURER		132.87
Dept: BUILDING AND GROUNDS							
101-265.000-726.000		SUPPLIES	CITY OF HILLSDALE	71875		01/16/2014	5.18
			PETTY CASH				
101-265.000-726.000		SUPPLIES	HEFFERNAN SOFT WATER SERVICE	71886		01/16/2014	24.35
			WATER		56572		

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Date: 01/16/2014
 Time: 2:55pm
 Page: 2

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Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
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Fund: GENERAL FUND							
Dept: BUILDING AND GROUNDS							
101-265.000-726.000		SUPPLIES	HEFFERNAN SOFT WATER SERVICE	71886		01/16/2014	10.50
			WATER		56723		
101-265.000-801.000		CONTRACTUA	EAST 2 WEST ENTERPRISES, INC.	71879		01/16/2014	40.00
			MOP/BUFF DISPATCH OFFICE FLOOR		5243		
101-265.000-801.000		CONTRACTUA	CAROL HAWKES	71885		01/16/2014	633.00
			CLEANING CITY HALL		1218		
101-265.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES	71897		01/16/2014	2,574.72
			GAS UTILITIES FOR DEC 2013		4609268-0 12/13		
101-265.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES	71897		01/16/2014	758.58
			GAS UTILITIES FOR DEC 2013		5176359-7 1/14		

			Total BUILDING AND GROUNDS				4,046.33
Dept: CEMETERIES							
101-276.000-801.000		CONTRACTUA	ABS RENTAL SERVICES, LLC.	71868		01/16/2014	94.79
			PORTABLE RESTROON RENTAL - O.G		5989		

			Total CEMETERIES				94.79
Dept: AIRPORT							
101-295.000-726.000		SUPPLIES	HEFFERNAN SOFT WATER SERVICE	71886		01/16/2014	10.10
			WATER		56572		
101-295.000-726.000		SUPPLIES	HEFFERNAN SOFT WATER SERVICE	71886		01/16/2014	15.25
			WATER		56723		
101-295.000-726.000		SUPPLIES	STATE OF MICHIGAN	71866		01/16/2014	486.32
			SALES TAXES - AVIATION FUEL				
101-295.000-801.000		CONTRACTUA	JAMES SCHEIBNER	71903		01/16/2014	2,916.68
			AIRPORT MGR CONT - JAN 2014				
101-295.000-920.000		UTILITIES	SPRATT'S	71904		01/16/2014	721.91
			HEATING FUEL FOR AIRPORT		29523		
101-295.000-920.000		UTILITIES	SPRATT'S	71904		01/16/2014	432.42
			HEATING FUEL FOR AIRPORT		33930		

			Total AIRPORT				4,582.68
Dept: POLICE DEPARTMENT							
101-301.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE-	408		01/16/2014	10,077.08
			DEC 2013 MERS		29927-11		
101-301.000-726.000		SUPPLIES	C M P DISTRIBUTOR, INC.	71872		01/16/2014	233.80
			DUTY AMMO		39421		
101-301.000-726.000		SUPPLIES	CITY OF HILLSDALE	71875		01/16/2014	15.88
			PETTY CASH				
101-301.000-726.000		SUPPLIES	GELZER & SON INC.	71881		01/16/2014	2.99
			KEY FOR UNITY #2-9		A48094		
101-301.000-742.000		CLOTHING /	CITY OF HILLSDALE	71875		01/16/2014	100.00
			PETTY CASH				
101-301.000-801.000		CONTRACTUA	HILLSDALE COUNTY SHERIFF'S DEP	71888		01/16/2014	100.00
			ANNUAL RANGE FEE				
101-301.000-862.000		LODGING AN	AMWAY GRAND PLAZA HOTEL	71869		01/16/2014	365.54
			LODGING FOR CHRIS GUTOWSKI				
101-301.000-862.000		LODGING AN	CITY OF HILLSDALE	71875		01/16/2014	-2.85
			PETTY CASH				
101-301.000-862.000		LODGING AN	CHRISTOPHER GUTOWSKI	71883		01/16/2014	100.00
			TRAVEL ADVANCE				
101-301.000-925.000		TELEPHONE	SPRINT	71905		01/16/2014	66.98
			CELL PHONE SERVICE		548517219-075		

			Total POLICE DEPARTMENT				11,059.42
Dept: FIRE DEPARTMENT							
101-336.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE-	408		01/16/2014	1,977.58
			DEC 2013 MERS		29927-11		
101-336.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71877		01/16/2014	41.02
			FOLDERS/PENS		508616		
101-336.000-726.000		SUPPLIES	GELZER & SON INC.	71881		01/16/2014	16.75
			DOOR BELL/SCRUBBER/TAPE		C79869		
101-336.000-726.000		SUPPLIES	MARKET HOUSE	71896		01/16/2014	17.94
			DISINFECTANT SPRAY/WATER		87774		
101-336.000-726.000		SUPPLIES	PERFORMANCE AUTOMOTIVE	71899		01/16/2014	8.27
			MAGNET		1085284		
101-336.000-726.000		SUPPLIES	PERFORMANCE AUTOMOTIVE	71899		01/16/2014	10.39
			WORKLIGHT		1084350		
101-336.000-740.000		FUEL AND L	WATKINS OIL COMPANY	71909		01/16/2014	277.29
			12/2013 FLEET FUEL				

INVOICE APPROVAL LIST BY FUND
 JANUARY 16, 2014

Date: 01/16/2014
 Time: 2:55pm
 Page: 3

Hillsdale City Offices

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: GENERAL FUND							
Dept: FIRE DEPARTMENT							
101-336.000-801.000		CONTRACTUA	CINTAS CORPORATION	71874		01/16/2014	5.71
			CONTRACTUAL LINEN SERVICE		351659609		
101-336.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES	71897		01/16/2014	1,270.12
			GAS UTILITIES-FIRE STATION		4609908-1 12/13		
101-336.000-930.000		REPAIRS &	HALT FIRE, INC.	71884		01/16/2014	54.95
			RELAY SWITCH		435846		
101-336.000-970.000		CAPITAL OU	ROE-COMM., INC.	71902		01/16/2014	1,110.00
			MINITOR V PAGERS		335610		

Total FIRE DEPARTMENT							4,790.02
Dept: PUBLIC SERVICES DEPARTMENT							
101-441.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408		01/16/2014	317.00
					29927-11		
101-441.000-726.000		SUPPLIES	FASTENAL	71880		01/16/2014	5.59
			AAA BATTERIES		MIJON46333		
101-441.000-726.000		SUPPLIES	GELZER & SON INC.	71881		01/16/2014	4.58
			BATTERIES		A47085		
101-441.000-726.000		SUPPLIES	GELZER & SON INC.	71881		01/16/2014	11.94
			KEYS		C82095		
101-441.000-726.000		SUPPLIES	HEFFERNAN SOFT WATER SERVICE	71886		01/16/2014	10.10
			WATER		56572		
101-441.000-742.000		CLOTHING /	CINTAS CORPORATION	71874		01/16/2014	44.34
			RUGS/UNIFORMS - DPS		351659616		
101-441.000-742.000		CLOTHING /	CINTAS CORPORATION	71874		01/16/2014	44.34
			RUGS/UNIFORMS - DPS		351660216		
101-441.000-801.000		CONTRACTUA	CINTAS CORPORATION	71874		01/16/2014	12.84
			RUGS/UNIFORMS - DPS		351659616		
101-441.000-801.000		CONTRACTUA	CINTAS CORPORATION	71874		01/16/2014	38.86
			RUGS/UNIFORMS - DPS		351660216		
101-441.000-801.000		CONTRACTUA	REPUBLIC SERVICES OF KALAMAZOO	71901		01/16/2014	106.22
			4 YD DUMPSTER RENTAL - DPS		0249-004054799		
101-441.000-801.000		CONTRACTUA	USA MOBILITY WIRELESS, INC.	71908		01/16/2014	18.69
			PAGER RENTAL - DPS		ZX7385433A		
101-441.000-801.000		CONTRACTUA	SPRINT	71905		01/16/2014	33.65
			CELL PHONE SERVICE		548517219-075		
101-441.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES	407		01/16/2014	211.47
			12/10/13 GAS UTILITY - DPS		4614348-3 12/13		
101-441.000-955.517		MISC - SOL	HILLSDALE TRANSFER STATION	71891		01/16/2014	1,575.00
			COUPONS USED IN DEC 2013		3075		

Total PUBLIC SERVICES DEPARTMENT							2,434.62

Fund Total							134,836.06
Fund: MAJOR ST./TRUNKLINE FUND							
Dept:							
202-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT	409		01/16/2014	7,820.65
			PAYROLL/SICK & PERSONAL				

Total							7,820.65

Fund Total							7,820.65
Fund: LOCAL ST. FUND							
Dept:							
203-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT	409		01/16/2014	2,714.99
			PAYROLL/SICK & PERSONAL				

Total							2,714.99

Fund Total							2,714.99
Fund: RECREATION FUND							
Dept:							
208-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT	409		01/16/2014	3,147.45
			PAYROLL/SICK & PERSONAL				

Total							3,147.45
Dept: RECREATION DEPARTMENT							
208-751.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408		01/16/2014	172.54
					29927-11		

INVOICE APPROVAL LIST BY FUND
 JANUARY 16, 2014

Date: 01/16/2014
 Time: 2:55pm
 Page: 4

Hillsdale City Offices

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: RECREATION FUND							
Dept: RECREATION DEPARTMENT							
208-751.000-726.000		SUPPLIES	MARKET HOUSE	71896		01/16/2014	25.02
			PIZZA		83868		
208-751.000-726.006		CONCESSION	KUSTER'S DAIRY PRODUCTS	71893		01/16/2014	286.58
			SANDY BEACH CONCESSIONS				
					Total RECREATION DEPARTMENT		484.14
						Fund Total	3,631.59
Fund: ECONOMIC DEVELOPMENT CORP FUND							
Dept: ECONOMIC DEVELOPMENT							
244-174.000-801.000		CONTRACTUA	HILLSDALE DAILY NEWS	71889		01/16/2014	28.50
			THREE MEADOWS ADS				
					Total ECONOMIC DEVELOPMENT		28.50
						Fund Total	28.50
Fund: LIBRARY FUND							
Dept:							
271-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT	409		01/16/2014	4,532.97
			PAYROLL/SICK & PERSONAL				
					Total		4,532.97
Dept: LIBRARY							
271-790.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE-	408		01/16/2014	222.39
			DEC 2013 MERS		29927-11		
271-790.000-726.000		SUPPLIES	HEFFERNAN SOFT WATER SERVICE	71886		01/16/2014	14.85
			WATER		56572		
271-790.000-726.000		SUPPLIES	HEFFERNAN SOFT WATER SERVICE	71886		01/16/2014	5.75
			WATER		56723		
271-790.000-801.000		CONTRACTUA	WULFF ENTERPRISES	71867		01/16/2014	279.00
			Konica Minolta Copier Shipping		154647		
271-790.000-801.000		CONTRACTUA	CURRENT OFFICE SOLUTIONS	71877		01/16/2014	176.91
			Lanier Copier Fees		245021		
271-790.000-801.000		CONTRACTUA	UNIQUE MANAGEMENT SRVS., INC.	71907		01/16/2014	50.00
			December Placements		250039		
271-790.000-801.000		CONTRACTUA	WOODLANDS LIBRARY COOPERATI	71911		01/16/2014	84.00
			Deep Freeze Licenses		5301		
271-790.000-860.000		TRANSPORTA	CITY OF HILLSDALE	71875		01/16/2014	33.34
			PETTY CASH				
271-790.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES	71897		01/16/2014	1,150.87
			GAS UTILITY FOR DECEMBER 2013		4614927-4 12/13		
271-790.000-982.000		BOOKS	BAKER & TAYLOR COMPANY	71870		01/16/2014	87.55
			December Adult Book Order		2028918215		
					Total LIBRARY		2,104.66
						Fund Total	6,637.63
Fund: CAPITAL IMPROVEMENT FUND							
Dept: LOCAL STREET RECONSTRUCTION							
401-453.000-801.000		CONTRACTUA	CONCORD EXCAVATING & GRADING,	71876		01/16/2014	189,503.83
			CHARLES ST RECONSTRUCT FINAL		2		
					Total LOCAL STREET RECONSTRUCTION		189,503.83
						Fund Total	189,503.83
Fund: STOCK'S PARK							
Dept: PARKS							
409-756.000-801.000		CONTRACTUA	HILLSDALE COMMUNITY SCHOOLS	71887		01/16/2014	117.74
			CONCERTS - RELOCATED TO SCHOOL				
					Total PARKS		117.74
						Fund Total	117.74
Fund: DIAL-A-RIDE FUND							
Dept:							

INVOICE APPROVAL LIST BY FUND
 JANUARY 16, 2014

Date: 01/16/2014
 Time: 2:55pm
 Page: 5

Hillsdale City Offices

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: DIAL-A-RIDE FUND							
Dept:							
588-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT	409		01/16/2014	8,498.23
			PAYROLL/SICK & PERSONAL				
					Total		8,498.23
Dept: DIAL-A-RIDE							
588-588.000-716.000	RETIREMENT		MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	127.83
588-588.000-726.000	SUPPLIES		HEFFERNAN SOFT WATER SERVICE WATER	71886	56572	01/16/2014	0.60
588-588.000-726.000	SUPPLIES		HEFFERNAN SOFT WATER SERVICE WATER	71886	56576	01/16/2014	4.75
588-588.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE BATTERY FOR #67	71899	1085991	01/16/2014	125.79
588-588.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE BATTERY CORE RETURN	71899	1086044	01/16/2014	-14.00
588-588.000-730.000	VEH./EQUIP		WELLS EQUIPMENT SALES, INC. AIR FILTER	71910	99258	01/16/2014	88.10
588-588.000-740.000	FUEL AND L		WATKINS OIL COMPANY 12/2013 FLEET FUEL	71909		01/16/2014	2,207.04
					Total DIAL-A-RIDE		2,540.11
						Fund Total	11,038.34
Fund: PUBLIC SERVICES INV. FUND							
Dept:							
633-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT	409		01/16/2014	105.75
			PAYROLL/SICK & PERSONAL				
					Total		105.75
Dept: PUBLIC SERVICES INVENTORY							
633-233.000-726.000	SUPPLIES		DETROIT SALT CO. ROAD SALT	71878	36917	01/16/2014	3,884.79
					Total PUBLIC SERVICES INVENTORY		3,884.79
						Fund Total	3,990.54
Fund: REVOLVING MOBILE EQUIP. FUND							
Dept:							
640-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT	409		01/16/2014	2,695.34
			PAYROLL/SICK & PERSONAL				
					Total		2,695.34
Dept: MOBILE EQUIPMENT MAINTENANCE							
640-444.000-716.000	RETIREMENT		MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	122.95
640-444.000-730.000	VEH./EQUIP		GELZER & SON INC. BOLTS FOR #43	71881	A8095	01/16/2014	10.78
640-444.000-730.000	VEH./EQUIP		GODFREY BROTHERS, INC. HYD QUICK CONNECT	71882	S76049	01/16/2014	32.60
640-444.000-730.000	VEH./EQUIP		JACKSON TRUCK SERVICE INC. FLASH TUBE, FILTERS	71892	PC0124684	01/16/2014	42.02
640-444.000-730.000	VEH./EQUIP		JACKSON TRUCK SERVICE INC. FLASH TUBE, FILTERS, HOSE	71892	PC01247108:001	01/16/2014	85.80
640-444.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE HOSE, FITTINGS,	71899	1086169	01/16/2014	63.70
640-444.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE FITTINGS, TRIP SPRNG	71899	1086077	01/16/2014	21.77
640-444.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE THROT RETUN/SPRING	71899	1086014	01/16/2014	11.39
640-444.000-730.000	VEH./EQUIP		SPRATT'S CARB KIT	71904	151814	01/16/2014	15.49
640-444.000-730.000	VEH./EQUIP		TRUCK & TRAILER SPECIALTIES CURB GUARD, WRAP AROUND	71906	C38852	01/16/2014	162.35
640-444.000-730.301	POLICE VEH		PERFORMANCE AUTOMOTIVE DE ICER	71899	1086623	01/16/2014	4.89
640-444.000-740.000	FUEL AND L		LYDEN OIL COMPANY 15W40 BULK OIL, PROGUARD	71895	931846	01/16/2014	1,385.75
640-444.000-740.000	FUEL AND L		WATKINS OIL COMPANY 12/2013 FLEET FUEL	71909		01/16/2014	6,463.58

INVOICE APPROVAL LIST BY FUND
 JANUARY 16, 2014

Date: 01/16/2014
 Time: 2:55pm
 Page: 6

Hillsdale City Offices

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: REVOLVING MOBILE EQUIP. FUND							
Dept: MOBILE EQUIPMENT MAINTENANCE							
640-444.000-740.301		FUEL AND L	WATKINS OIL COMPANY 12/2013 FLEET FUEL	71909		01/16/2014	2,944.05
640-444.000-742.000		CLOTHING /	CINTAS CORPORATION RUGS/UNIFORMS - DPS	71874	351659616	01/16/2014	14.85
640-444.000-742.000		CLOTHING /	CINTAS CORPORATION RUGS/UNIFORMS - DPS	71874	351660216	01/16/2014	14.85
640-444.000-801.000		CONTRACTUA	CINTAS CORPORATION RUGS/UNIFORMS - DPS	71874	351660216	01/16/2014	22.87
640-444.000-801.301		POLICE VEH	LEUTHEUSER SERVICE REPAIR	71894	75255	01/16/2014	44.00
640-444.000-801.301		POLICE VEH	PARNEY'S CAR CARE OIL CHANGE	71898	55145	01/16/2014	76.18
640-444.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES 12/10/13 GAS UTILITY - DPS	407	4614348-3 12/13	01/16/2014	211.47
Total MOBILE EQUIPMENT MAINTENANCE							11,751.34
Fund Total							14,446.68
Fund: DPS LEAVE AND BENEFITS FUND							
Dept:							
699-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT PAYROLL/SICK & PERSONAL	409		01/16/2014	6,716.11
Total							6,716.11
Dept: PUBLIC SERVICES DEPARTMENT							
699-441.000-716.000		RETIREMENT	MUNICIPAL EMPLOYEE'S RETIRE- DEC 2013 MERS	408	29927-11	01/16/2014	119.11
Total PUBLIC SERVICES DEPARTMENT							119.11
Fund Total							6,835.22
Grand Total							381,601.77

VENDOR APPROVAL SUMMARY REPORT
 JANUARY 16, 2014

Date: 01/16/2014
 Time: 2:45pm
 Page: 1

Hillsdale City Offices

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ABS RENTAL SERVICES, LLC.	2866	PORTABLE RESTROOM RENTAL - O.G	94.79	0.00
AMWAY GRAND PLAZA HOTEL	0077	LODGING FOR CHRIS GUTOWSKI	365.54	0.00
BAKER & TAYLOR COMPANY	0011	December Adult Book Order	87.55	0.00
BMI	1772	MUSIC LICENSE ANNUAL FEE	330.00	0.00
C M P DISTRIBUTOR, INC.	1300	DUTY AMMO	233.80	0.00
CDW-G COMPUTER CENTERS	2817	LAPTOP REPAIR-PLANNING OFFICE	92.38	0.00
CINTAS CORPORATION	0020	CONTRACTUAL LINEN SERVICE	198.66	0.00
CITY OF HILLSDALE	0015	PETTY CASH	177.39	0.00
CONCORD EXCAVATING & GRADING,	0419	CHARLES ST RECONSTRUCT FINAL	189,503.83	0.00
CURRENT OFFICE SOLUTIONS	0035	Lanier Copier Fees	463.65	0.00
DETROIT SALT CO.	4088	ROAD SALT	3,884.79	0.00
EAST 2 WEST ENTERPRISES, INC.	1299	MOP/BUFF DISPATCH OFFICE FLOOR	40.00	0.00
FASTENAL	0538	AAA BATTERIES	5.59	0.00
GELZER & SON INC.	0027	KEY FOR UNITY #2-9	47.04	0.00
GODFREY BROTHERS, INC.	2132	HYD QUICK CONNECT	32.60	0.00
CHRISTOPHER GUTOWSKI	2128	TRAVEL ADVANCE	100.00	0.00
HALT FIRE, INC.	1524	RELAY SWITCH	54.95	0.00
CAROL HAWKES	1288	CLEANING CITY HALL	633.00	0.00
HEFFERNAN SOFT WATER SERVICE	3248	WATER	96.25	0.00
HILLSDALE COMMUNITY SCHOOLS	2461	CONCERTS - RELOCATED TO SCHOOL	117.74	0.00
HILLSDALE COUNTY SHERIFF'S DEP	0621	ANNUAL RANGE FEE	100.00	0.00
HILLSDALE DAILY NEWS	0034	THREE MEADOWS ADS	398.75	0.00
HILLSDALE POLICY GROUP, LTD.	1968	ECONOMIC DEVELOPMENT DEC 2013	3,014.89	0.00
HILLSDALE TRANSFER STATION	1768	COUPONS USED IN DEC 2013	1,575.00	0.00
JACKSON TRUCK SERVICE INC.	0086	FLASH TUBE, FILTERS, HOSE	127.82	0.00
KUSTER'S DAIRY PRODUCTS	0623	SANDY BEACH CONCESSIONS	286.58	0.00
LEUTHEUSER	0912	SERVICE REPAIR	44.00	0.00
LYDEN OIL COMPANY	0440	15W40 BULK OIL, PROGUARD	1,385.75	0.00
MARKET HOUSE	0164	DISINFECTANT SPRAY/WATER	30.12	0.00
MICHIGAN GAS UTILITIES	0081	GAS UTILITY FOR DECEMBER 2013	5,754.29	422.94
MUNICIPAL EMPLOYEE'S RETIRE-	3717	DEC 2013 MERS	0.00	20,344.90
PARNEY'S CAR CARE	2412	OIL CHANGE	76.18	0.00
PAYROLL ACCOUNT	0242	PAYROLL/SICK & PERSONAL	0.00	131,095.30
PERFORMANCE AUTOMOTIVE	0961	BATTERY CORE RETURN	232.20	0.00
POTTER, PC	6069	LEGAL SERVICES - POLICE	1,655.00	0.00
REPUBLIC SERVICES OF KALAMAZOO	1428	4 YD DUMPSTER RENTAL - DPS	106.22	0.00
ROE-COMM., INC.	1783	MINITOR V PAGERS	1,110.00	0.00
JAMES SCHEIBNER	3302	AIRPORT MGR CONT - JAN 2014	2,916.68	0.00
SPRATT'S	0088	HEATING FUEL FOR AIRPORT	1,169.82	0.00
SPRINT	1137	CELL PHONE SERVICE	135.36	0.00
STATE OF MICHIGAN	2840	SALES TAXES - AVIATION FUEL	0.00	486.32
TRUCK & TRAILER SPECIALTIES	0442	CURB GUARD, WRAP AROUND	162.35	0.00
UNIQUE MANAGEMENT SRVS., INC.	2095	December Placements	50.00	0.00
USA MOBILITY WIRELESS, INC.	0845	PAGER RENTAL - DPS	18.69	0.00
WATKINS OIL COMPANY	2278	12/2013 FLEET FUEL	11,891.96	0.00
WELLS EQUIPMENT SALES, INC.	2372	AIR FILTER	88.10	0.00
WOODLANDS LIBRARY COOPERATI	0064	Deep Freeze Licenses	84.00	0.00
WULFF ENTERPRISES	2146	Konica Minolta Copier Shipping	0.00	279.00
Grand Total:			228,973.31	152,628.46

Finance Committee Meeting Minutes-
Thursday, January 2, 2014 @5:30 PM

Call to Order: 7:30 p.m. by Chairperson MaryBeth Bail

Present: Finance Committee Councilpersons: Mary Beth Bail, Patrick Flannery, Finance Director Bonnie Tew and City Manager Linda Brown

Invoices and vendor approval for checks printed on January 2, 2014 were reviewed and discussed by the committee. Clarifications were provided by Finance Director Bonnie Tew are:

Barrett Insurance: Airport Liability

Clark Hill: Bankruptcy Lawyer

East to West enterprises: Buffs floors

Matthew Bender: Reference book, handbook for Police Dept.

Motioned to approve by Flannery, second by Bail.

Motion to dismiss by flannery, second by Bail

Finance Committee Meeting Minutes-
Wednesday, January 8, 2014 @6:45 PM

Call to Order: 7:30 p.m. by Chairperson MaryBeth BAil

Present: Finance Committee Councilpersons: Mary Beth Bail, Patrick Flannery, Brian Watkins.
Also present: Finance Director Bonnie Tew and City Manager Linda Brown

Invoices and vendor approval for checks printed on January 2, 2014 were reviewed and discussed by the committee. Clarifications were provided by Finance Director Bonnie Tew are:

Norms Tire: Tires for Dial a Ride bus

Varnum, Riddering, Schmidt & Howlett: Varnum handles the Metro Act permitting applications – the issuance of permits to tele-communication companies to allow them to use city rights-of-way

Music licensing protection: Copyright Laws, music licensing is intended to ensure that the owners of copyrights on musical works are compensated for certain uses of their work.

Motion to approve: Flannery, second by Watkins

Motion to dismiss: Flannery, second by Watkins

TAX INCREMENT FINANCE AUTHORITY



CITY OF HILLSDALE
MINUTES
November 19, 2013

Present: Eric Moore, Tim Dixon, Chris Sumnar, Kathy Newell, John Spiteri, Mike Parney, Mike Harner, Deb Kamen, Robert Socha,
Absent: Saul Giminez

Also present: Mary Wolfram, Kelly Lopresto, Kevin Conant

Called to order 7:34 AM

Motion to approve consent agenda by Harner, seconded by Parney, passed unanimously.

A. Targeted Development Committee

1. Building Acquisition Program
 - a. Keefer House – the offer of \$250,000 was rejected and no further business.
2. Microbrewery – Kevin Conant
Kevin was present and stated he put an offer on the old Victorian Rose building which was rejected at this time. He is looking at Boyd Hotel and is asking TIFA for assistance on the building. Grant is willing to sell building and Kevin would like to look at it. There will be a discussion at Targeted Development committee meeting regarding pursuing the building.
3. Restaurant Attraction Program - \$40,000 available and \$10,000 is Façade Grant
 - a. Michigan Restaurant Association Show – not much response, only one person called which was a consultant
 - b. E-mail blast – didn't work

B. Beautification/Downtown Amenities –

1. Signs –
 - a. City Hall – There was discussion whether or not to have a digital sign in front of City Hall. Information was passed around of different ideas. Historical Group feedback on specs said that sign wasn't historical looking enough and HBA liked the digital sign. HBA suggested the sign should read City of Hillsdale, Established 1839.
There was a motion by Kamen and seconded by Spiteri to take the different options to Council and have them sign off on a digital sign and then TIFA can take back for final approval for in front of City Hall. If the concept is approved by Council, TIFA will consider funding the sign. Passed by all except for Dixon.
 - c. Other signs – Mary discussed how Hillsdale College is willing to pay for a sign on north and south side of town.
2. Other beautification business – Kathy discussed purchasing bike racks from Site & Park in Hillsdale out of the \$5,000 budget. She is looking at four of them throughout the

City in the following areas: By Post Office/City Hall, Checker Records, Court House, and in back of Hunt Club.

C. Façade Grant Committee – nothing to report.

NEW BUSINESS

A. Committee appointments – Rob Socha was appointed to serve on Façade Grant Committee. Motion made by Moore and seconded by Harner, unanimously passed.

B. Meeting Dates – keep meeting dates and times as same

C. Arts Incubator

Art Works Proposal – Hillsdale Daily News/c. Art Place Grant -

Artworks Group (Don Heckenlively and Janet Lee - members) is interested in applying for a grant to purchase the Hillsdale Daily News for an Arts and Cultural Center for Hillsdale or a Cultural Center/Tourism Welcoming Center for Hillsdale.

Artworks is asking TIFA to be the sponsor for the grant which ranges between \$50,000 and \$500,000. A motion was made to take this to Targeted

Development Committee – motion by Parney and seconded by Sumnar.

There are a few places interested in having offices in the building such as Chamber of Commerce. Discussed having a place to display art and a place to host art classes. The asking price for Hillsdale Daily News is \$275,000.

Letter of intent is due December 15th.

Pam Heckel did a thesis on the feasibility of the type of project above.

Marketing Class Presentation is Friday, December 6, 2013 at 5:15 p.m. if any members would like to attend.

Economic Development update – Mary discussed ibooks Company.

Adjournment: Harner, Parney seconded, unanimously passed

Next meeting is Tuesday, January 21, 2014 at 7:30 a.m.

TIFA Targeted Development Meeting Minutes

3rd Floor Council Chambers

November 25, 2013, 5:15pm

I. Call to Order 5:20pm

- A. Members present: Tim Dixon, Mike Harner, Mike Parney, Chris Sumnar
- B. Others present: Mary Wolfram, Alan Beeker, Kevin Conant, partner, wife and child

II. Old Business

- A. Boyd Hotel and Warehouse
 - Kevin Conant and his partner are interested in pursuing the development of the building as a restaurant and craft brewery.
 - TIFA could purchase the building and then offer it through an RFP to the public, including Mr. Conant.
 - Mr. Conant was informed that the current owner, Grant Baker, wants \$100,000 for the property.
 - Chris Sumnar made a motion to purchase the property from Grant Baker for a price not to exceed \$100,000 or fair market appraisal whichever is less, subject to a competing appraisal at seller's expense, purchase price to be appraisals average. Appraisals to be by licensed appraiser.
 - Discussion ensued and at length, Mr. Sumnar retracted his motion due to lack of interest.
 - Mr. Parney moved to purchase the property from Grant Baker for \$80,000 subject to legal approval. Mr. Dixon seconded, passed by unanimous vote.

III. New Business

- A. Daily News Building
 - Art Works is applying for a grant to purchase the Daily News building and create an art incubator in the space.
 - Mike Harner asked if it would be a good idea for TIFA to purchase the building in order to have some control over future development.
 - Mr. Harner encouraged Art Works to continue pursuing the grant and TIFA would consider purchasing the building at a later date.
 - Art Works needs TIFA to act as their agent on the grant application. Art Works, due to a clerical error, recently lost their 501(c)3 status and the grant requires it. Art Works is asking TIFA, which has 501(c)3 status to act as the agent.
 - Mike Parney motioned for TIFA to act as agent on the grant application on Art Works' behalf. Chris Sumnar supported, the motion passed by unanimous vote.
- B. Targeted Development will meet next on Dec. 23, 2013 at 5:15pm and will discuss the Daily News building at that time.

IV. Adjournment: 5:55pm

TIFA Targeted Development Meeting Minutes
3rd Floor Council Chambers
January 13, 2014, 5:30pm

I. Call to Order 5:52pm

- A. Members present: Tim Dixon, Mike Parney, Chris Sumnar
- B. Others present: Mary Wolfram

II. Minutes of November 25, 2013 were approved with minor corrections.

III. Old Business

A. Boyd Hotel and Warehouse

- Mr. Parney made the offer to purchase the property from Grant Baker for \$80,000. Mr. Baker rejected the offer and stated that he had just put a new roof on the building and the acceptable price on his building was \$100,000. Much discussion followed regarding the need for an appraisal and which appraiser to use along with the need and cost of a Baseline Environmental Assessment (BEA). Mr. Sumnar made a motion to make Mr. Baker an offer of \$100,000 subject to an appraisal, an inspection and an acceptable BEA. Second by Mr. Dixon. All in favor.
- Mr. Parney made the motion to hire David Heinowski as an appraiser who was suggested by the City Assessor. Mr. Sumnar seconded. All in favor.

IV. New Business

There was much discussion regarding how to make the Targeted Development programs more effective. Mr. Sumnar suggested that perhaps the program should not be tied to building purchase, but rather, should be structured as a \$100,000 match, or forgivable loan, to start one of the businesses targeted in the Blueprint Study. The recipient would then be responsible to find and negotiate his/her own building. This would relieve TIFA from the burden of getting a BEA for each purchased property.

Adjournment: 6:40 pm

Targeted Development will meet next on February 24, 2014 at 5:15 P.M.



PLANNING COMMISSION MINUTES
REGULAR MEETING
CITY HALL, 97 N. BROAD ST. 2ND FLOOR
January 21, 2014 at 5:30 PM

I. Call to Order 5:30

- A. Pledge
- B. Members present: Dave Williams, Laura Smith, Amber Yoder, Scott Sessions
- C. Others present: Mary Wolfram (EDC liaison), Alan Beeker (Staff)
- D. Members absent: Kerry Laycock, Steve Vear

II. Consent Items/Communications

- A. Amber Yoder moved to accept the Agenda and December regular meeting minutes as presented, Dave Williams supported, motion passed.

III. Public Comment

No public comment

IV. Old Business

- A. December Enforcement Reports were reviewed.
- B. Zoning Amendments reviewed. Mr. Williams made a motion to approve the zoning amendment to Section 36-32 of the City of Hillsdale Code of Ordinances, Mayor Sessions seconded. The motion passed unanimously. The proposed amendments to Section 36-5 Zoning Compliance Permit, Sec. 36-681 Fence Requirements, Div. 4, RM-1 Multiple-Family Residential District, Div. 15, C-1 College District were tabled until the regular meeting in February.

V. New Business

- A. Mr. Beeker updated the Commission on the current activities regarding the R2PC.

VI. Public Comment

No public comment

VII. Adjournment at 6:55 pm

DRAFT

Council Chambers
Hillsdale City Hall
97 N. Broad St.
Hillsdale, MI 49242

January 20, 2014
7:00 p.m.
(517)437-6441
www.cityofhillsdale.org

CITY COUNCIL MINUTES

City of Hillsdale
Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Scott M. Sessions opened the meeting with the pledge of allegiance.

Roll Call

Mayor Scott Sessions called the meeting to order with the following Council members present: Council members Brian Watkins and Adam Stockford representing Ward One; Council member Sally Kinney representing Ward Two; Council member Emily Stack Davis Ward Three; and Council members Patrick Flannery and Mary Beth Bail representing Ward Four.

Also present were City Manager Linda Brown, City Clerk Robilyn Swisher, City Attorney Lew Loren, Matt Durr (Hillsdale Daily News), Mary Wolfram, Keith Richard, Aimee England, Nate Rusk, Casey Sullivan, Hal Nottingham, Julia Denig, Nichole Dunlop, Laura VanWormer, Tim Hart Haberl, Kristin Schilling, Timothy Dixon, Kristen Lucas, and Tony Ginolf.

Approval of Agenda

Motion by Mayor Sessions to approve the January 8, 2014 Agenda.

All ayes.

Motion carried.

Public Comment

Laura VanWormer, 60 N. Norwood, stated that she had worked with Domestic Harmony for 28 years and can think of no finer organization. She told council that Domestic Harmony serves the community well and that she hopes council will pass their contract.

Consent Agenda

- A. Approval of Bills from January 2, 2014: Claims of \$79,031.13 Payroll of \$98,688.70
- B. Committee Reports (Pending Approval):
 - Community Development 12-9-13
 - Public Safety 12-11-13
 - BPU 1-14-14
- C. Council Minutes 1-8-14
- D. December 2013 Financial Reports

Motion by Councilperson Watkins, supported by Councilperson Flannery, to approve the Consent agenda as presented. Roll call: Mayor Sessions – yes; Councilpersons Bail – yes; Stack-Davis – yes; Flannery – yes; Kinney – yes; Stockford – yes; Watkins – yes.

Approved 7-0.

Motion carried.

Communications and Petitions

None

Introduction and Adoption of Ordinances/Public Hearings

None

Unfinished Business

A. Local Streets Maintenance

B. Code Enforcement.

City Manager Linda Brown stated that the pictures council members received were not all Code issues.

Old Business

None

New Business

A. Energy Optimization Program Resolution

City Manager Linda Brown suggested that council approve the Energy Optimization Program Resolution as presented. City Manager Brown explained the rates and that this is required to stay in compliance with the state mandate.

Motion by Councilperson Watkins, supported by Councilperson Kinney, to approve the Energy Optimization Program Resolution as presented. Roll call: Councilperson Watkins – yes; Mayor Sessions – yes; Councilpersons Bail – yes; Stack-Davis – yes; Flannery – yes; Kinney – yes; Stockford – no.

Approved 6-1.

Motion carried.

B. Sewer Fund Transfer

City Manager Linda Brown suggested that council approve the Sewer Fund Transfer as presented.

Rick Rose addressed Councilperson Flannery's questions on designated funds verses restricted funds. Rick also explained why they are required to pay off internal funds.

Motion by Councilperson Flannery, supported by Councilperson Watkins, to approve the Sewer Fund Transfer as presented. Roll call: Councilpersons Stockford – yes; Watkins – yes.; Mayor Sessions – yes; Councilpersons Bail – yes; Stack-Davis – yes; Flannery – yes; Kinney – yes.

Approved 7-0.

Motion carried.

C. Property Tax Exemption for Persons in Poverty Resolution

City Manager Linda Brown suggested that council approve the Property Tax Exemption for persons in Poverty Resolution as presented.

Motion by Councilperson Kinney, supported by Councilperson Flannery, to approve the Property Tax Exemption for Persons In Poverty Resolution as presented. Roll call: Councilpersons Kinney – yes; Stockford – yes; Watkins – yes.; Mayor Sessions – yes; Councilpersons Bail – yes; Stack-Davis – yes; Flannery – yes.

Approved 7-0.

Motion carried.

D. Domestic Harmony Contract

City Manager Linda Brown recommends that council do not enter into the Domestic Harmony Contract. City Manager Brown suggests that if council does choose to enter into a contract with Domestic Harmony that they look at reducing the amount of the contract. City Manager Brown also states that these are hard cuts to make to the budget.

Mrs. Denig addressed council as to the importance of Domestic Harmony not only in the county but in the city of Hillsdale. Mrs. Denig stated that Domestic

Harmony provides the only safe place in the county for people of domestic violence. She also made know the different supporters of Domestic Harmony. Mrs. Denig also stated that she recognizes the strains on the City budget but requests that the council will renew the contract with Domestic Harmony because the support that the City provides is critical for them.

Timothy Dixon also spoke and explained the budget funding for Domestic Harmony. He explained that they have cut their budget as much as possible and they need the contract with the City to stay in the black with their own budget.

Councilperson Stockford asked for clarification on the percentage of the budget the contract represents. Timothy Dixon stated that it represents 2% of their budget.

City Manager Brown asked if the County contributes to their budget. Mr. Dixon stated that they do not contribute.

Councilperson Watkins expressed his strong support of Domestic Harmony and the importance of having a safe place for people to go.

Councilperson Stack-Davis stated that everyone probably agrees that the topic of domestic violence is important but asks if there is a way to possibly agree on a smaller amount for a shorter period of time?

City Manager Linda Brown, along with Mrs. Denig, clarifies the budget year dates for the contract.

Motion by Councilperson Watkins, supported by Councilperson Kinney, to approve a Domestic Harmony Contract of \$5,000 subject to legal review. Roll call: Councilpersons Flannery – no; Kinney – yes; Stockford – no; Watkins – yes.; Mayor Sessions – yes; Councilpersons Bail – yes; Stack-Davis – no.

Approved 4-3.

Motion carried.

E. Entrance Signs

City Manager Linda Brown suggested that council approve the Entrance Sign Proposal as presented.

Mary Wolfram spoke on the importance to the economic development of the City of Hillsdale to advertize that we are a college town.

Councilperson Stockford states that Hillsdale College will be paying for the sign.

Councilperson Watkins suggests that they look into replacing the existing welcome signs rather than adding additional signs. He went on to say he would like to see “It’s the people.” replaced with something else.

Councilperson Stack-Davis asks for clarification that this is just a proposal and not the final project.

Mary Wolfram states that the sign pictured is a proposed sign and Hillsdale College and the City of Hillsdale will have the final say on the finished sign.

Motion by Councilperson Watkins, supported by Councilperson Kinney, to approve the Entrance Sign Proposal as presented. Roll call: Councilpersons Stack-Davis – yes; Flannery – yes; Kinney – yes; Stockford – yes; Watkins – yes.; Mayor Sessions – yes; Councilpersons Bail – yes.

Approved 7-0.

Motion carried.

Miscellaneous

Information Only- Police Dept. 4th Quarter Report

General Public Comment

Tim Hart-Haberl introduced himself as a candidate for the 58th District State Representative seat and told council about his experience that makes him a good candidate.

Hal Nottingham introduced himself as a candidate for the 58th District State Representative seat. Mr. Nottingham went on to state why he is a good candidate for the job. He also invited council to get to know him better through contacting him by phone, email, or his website.

Kristin Lucas, one of the founders of Domestic Harmony, thanked council for their continued support and relationship with Domestic Harmony.

Council Comment

Adjournment

Motion by Councilmember Kinney, seconded by Councilmember Bail, to adjourn.

All ayes

Motion carried.

8:18 p.m.

Scott M. Sessions, Mayor

Robilyn Swisher, City Clerk



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695

(517) 437-6441 • FAX: (517) 437-6448

January 29, 2014

Honorable Mayor and Council Members,

I am appointing Katy Price as Deputy Treasurer.

This is needed so Katy can accept tax payments and stamp receipts in my absence. **There will be no other treasurer duties added to Katy's work load.** It is not unusual for tax payers to come in before I get to work and on lunch hours to make tax payments. Tax Payers should not be turned away if they come in when the building is open and we have the ability to accept their payment.

Again, Katy will only be accepting payments and stamp receipts, if requested, **in my absence** and will not be given any other Treasurer duties.

Sincerely;

A handwritten signature in cursive script, appearing to read "Susan J. Arnold".

Susan J. Arnold
Hillsdale City Treasurer



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

STEVE ARWOOD
DIRECTOR

January 15, 2014

J.H. HALLEY MANAGEMENT L.L.C.
D/B/A OAKLEY
78 HILLSDALE
HILLSDALE, MI 49242

RE: Complaint No. 3-158782

Dear Licensee:

Enclosed for your review, please find a copy of the Commission's Order regarding Complaint No. 3-158782.

If you elect to pay the fine indicated on Invoice No. 158782, the Michigan Liquor Control Commission (MLCC) must receive either a money order or certified check made payable to the STATE OF MICHIGAN, or an authorized credit card payment, no later than March 1, 2014.

If you fail to submit payment by the above referenced date, the MLCC shall enforce the alternative penalty by confiscating and suspending your licenses and permits.

Any request to appeal this decision must conform to administrative rule R 436.1917, which, among other things, requires: (1) a written request detailing your reason for appeal, and (2) a \$25.00 check made payable to the STATE OF MICHIGAN within twenty (20) days from the mailing date of this order. **Again, please note, you must state your reason for requesting the appeal in order for the Commission to fully consider your request.**

If you have questions regarding this matter, please contact the Hearings and Appeals Section of the MLCC at (517) 322-1390.

Sincerely,

MICHIGAN LIQUOR CONTROL COMMISSION

Timothy M. Kovacik, Deputy Director
Executive Services
Hearings and Appeals

TMK:ws

Enclosures:

cc: Inv. Mark O'Farrell
Hillsdale PD



STATE OF MICHIGAN

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LIQUOR CONTROL COMMISSION

IN RE: J.H. HALLEY MANAGEMENT L.L.C.
D/B/A OAKLEY
78 HILLSDALE
HILLSDALE, MI 49242

HEARING: DECEMBER 12, 2013
PLACE: LANSING
COMPLAINT NO. 3-158782
BUSINESS ID NO. 165375
SDM

CHARGES MAY 17, 2013

- (1) Sold or furnished alcoholic beverages without fully complying with the provisions of the Michigan Liquor Control Code by failing to renew their liquor license, contrary to Section 201 and/or Section 501 and/or Section 525 and/or Section 901 of the Michigan Liquor Control Code, MCL 436.1201 and/or MCL 436.1501 and/or MCL 436.1525 and/or MCL 436.1901.

FINDINGS OF FACT

The Commissioner, after noting on the record that neither a Licensee nor an attorney on behalf of the Licensee was present at 10:50 a.m., ordered a hearing in Case No. 3-158782 pursuant to Rule 436.1915(1)(e) which states:

Rule 15(1) If a proper appearance by a licensee is not made at a scheduled violation hearing in accordance with Rule 436.1913, then the presiding hearing Commissioner or duly authorized agent may do any of the following:

- (e) Proceed with the hearing and render a decision.

The Commissioner further noted on the record that the Licensee in this case was sent a notice of hearing. The hearing was scheduled for 10:00 a.m., on Thursday December 12, 2013, in Lansing, Michigan. Assistant Attorney General Felepe Hall represented all law enforcement agencies involved in this matter.

A hearing was held on December 12, 2013. MLCC Investigator Mark O'Farrell testified for the Commission. The Commission offered State's Exhibit 1, Violation Report and its attachments, which was admitted into evidence.

Mr. O'Farrell purchased alcohol from the above cited establishment, and then asked the clerk to produce a valid Liquor License, which had proved to be expired. Since the time of the cited violation the Licensee has renewed his Liquor License.

CONCLUSIONS OF LAW

Based upon the above findings of fact, the Commissioner concludes that the Licensee violated Section 201 and/or Section 501 and/or Section 525 and/or Section 901 of the Michigan Liquor Control Code, MCL 436.1201 and/or MCL 436.1501 and/or MCL 436.1525 and/or MCL 436.1901 as cited in the one charge in the Complaint in this matter.

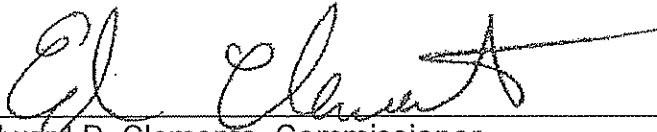
ORDER

In determining penalty, the Commissioner considered the Licensee's total record, which shows one previous violations since being licensed on September 19, 2006, at the above-named location under the current ownership.

Therefore, the Commissioner Orders a fine of \$100 for the one charge in this matter. Further, the Commissioner Orders that a suspension of five (5) continuous days shall be imposed, with this suspension to run consecutively and not concurrently with any other

suspension Ordered by the Commission, if the fine is not paid within forty-five (45) days from the mailing date of this Order.

MICHIGAN LIQUOR CONTROL COMMISSION



Edward D. Clemente, Commissioner

Date Signed: December 17, 2013

JAN 15 2014

Date Mailed: _____

Felepe Hall
Assistant Attorney General
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Lansing, MI 48909

EDC: 3-158782/cmjr/aml