

Council Chamber
Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242

February 17, 2014
7:00 p.m.
(517)437-6441
www.cityofhillsdale.org

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 30, 2014 Claims of \$247,741.30 Payroll of \$93,636.43
 - B. Committee Reports (Pending Approval):
 1. Public Services Committee Minutes of January 16, 2014
 2. Cemetery Minutes of February 5, 2014
 - C. Council Minutes of February 3, 2014
 - D. Depository Memo & Resolution
- 6. Communications/Petitions**
 - A.
- 7. Introduction and Adoption of Ordinance/Public Hearing**
 - A.
- 8. Unfinished Business**
 - A. Local Streets Maintenance
 - B. Code Enforcement – January 2014
- 9. Old Business**
 - A. Deputy Treasurer
- 10. New Business**
 - A. Dial a Ride Funding (Resolution)
- 11. Miscellaneous**
- 12. General Public Comment**
- 13. Adjournment**

INVOICE APPROVAL LIST BY FUND
 january30, 2014

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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:							
101-000.000-084.582		DUE FROM U	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	15,889.43
			METAVATION UTILITY CLAIMS				
101-000.000-123.000		PREPAID EX	SUMNAR SCHOLL INSURANCE AGENCY	71960	11903	01/30/2014	4,753.00
			FLEET INS CALENDAR YR 2014				
101-000.000-123.000		PREPAID EX	SUMNAR SCHOLL INSURANCE AGENCY	71960	11902	01/30/2014	7,507.50
			PROPERTY & CRIME INS 2014				
101-000.000-123.000		PREPAID EX	SUMNAR SCHOLL INSURANCE AGENCY	71960	11901	01/30/2014	11,939.00
			GENERAL & PROF LIABILITY INS				
101-000.000-123.000		PREPAID EX	SUMNAR SCHOLL INSURANCE AGENCY	71960	11904	01/30/2014	2,930.00
			UNBRELLA LIABILITY INS 2014				
101-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT	410		01/30/2014	66,415.94
			PAYROLL/FICA FOR 01-30-14				
					Total		109,434.87
Dept: CITY MANAGER							
101-172.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	71921		01/30/2014	463.40
			NON UNION HEALTH INS 1/2014		7003454/002 2/2014		
101-172.000-715.000		HEALTH AND	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	14.20
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-172.000-721.000		DISABILITY	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	55.00
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
					Total CITY MANAGER		532.60
Dept: ECONOMIC DEVELOPMENT							
101-174.000-801.000		CONTRACTUA	CURRENT OFFICE SOLUTIONS	71927		01/30/2014	38.28
			COPIER LEASE PER AGREEMENT		245391		
					Total ECONOMIC DEVELOPMENT		38.28
Dept: ADMINISTRATIVE SERVICES							
101-175.000-726.000		SUPPLIES	NONIK TECHNOLOGIES, INC.	71949		01/30/2014	60.56
			FAN FOR COMPUTER IN EDC OFFICE		5529		
101-175.000-801.000		CONTRACTUA	NONIK TECHNOLOGIES, INC.	71949		01/30/2014	1,540.00
			TECH SUPPORT		5541		
101-175.000-806.000		LEGAL SERV	CLARK HILL	71926		01/30/2014	2,069.84
			LEGAL FEES - BANKRUPTCIES		523686		
101-175.000-806.000		LEGAL SERV	CLARK HILL	71926		01/30/2014	280.00
			CADENCE BANKRUPTCY - LEGAL FEE		523670		
101-175.000-806.000		LEGAL SERV	LOREN & SHIRK	71942		01/30/2014	2,680.14
			LEGAL SERVICES FOR DEC 2014				
101-175.000-806.000		LEGAL SERV	MIKA MEYERS BECKETT & JONES PLC	71947		01/30/2014	225.00
			LEGAL SERVICES - LABOR ISSUES		576789		
101-175.000-807.000		ENGINEERIN	MT ENGINEERING, LLC	71948		01/30/2014	123.00
			KROGER SITE PLAN REVIEW		1301-10		
101-175.000-850.000		INSURANCE	SUMNAR SCHOLL INSURANCE AGENCY	71960		01/30/2014	7,507.50
			PROPERTY & CRIME INS 2014		11902		
101-175.000-850.000		INSURANCE	SUMNAR SCHOLL INSURANCE AGENCY	71960		01/30/2014	11,939.00
			GENERAL & PROF LIABILITY INS		11901		
101-175.000-850.000		INSURANCE	SUMNAR SCHOLL INSURANCE AGENCY	71960		01/30/2014	2,930.00
			UNBRELLA LIABILITY INS 2014		11904		
					Total ADMINISTRATIVE SERVICES		29,355.04
Dept: ASSESSING DEPARTMENT							
101-209.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	71921		01/30/2014	1,390.22
			NON UNION HEALTH INS 1/2014		7003454/002 2/2014		
101-209.000-715.000		HEALTH AND	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	21.30
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-209.000-721.000		DISABILITY	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	63.95
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-209.000-726.000		SUPPLIES	NONIK TECHNOLOGIES, INC.	71949		01/30/2014	19.96
			CPU COOLING FAN FOR LAPTOP		5526		
101-209.000-801.000		CONTRACTUA	B. S. & A. SOFTWARE	71919		01/30/2014	1,118.00
			ANNUAL SUPPORT-SPEC ASSESS/BLD		94532		
101-209.000-801.000		CONTRACTUA	CURRENT OFFICE SOLUTIONS	71927		01/30/2014	45.71
			COPIER LEASE PER AGREEMENT		245391		
					Total ASSESSING DEPARTMENT		2,659.14
Dept: CITY CLERK DEPARTMENT							
101-215.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	71921		01/30/2014	1,112.19
			NON UNION HEALTH INS 1/2014		7003454/002 2/2014		
101-215.000-715.000		HEALTH AND	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	7.10
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		

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Fund: GENERAL FUND							
Dept: CITY CLERK DEPARTMENT							
101-215.000-721.000		DISABILITY	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	14.91
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-215.000-801.000		CONTRACTUA	CURRENT OFFICE SOLUTIONS	71927		01/30/2014	130.49
			COPIER LEASE PER AGREEMENT		245391		

Total CITY CLERK DEPARTMENT							1,264.69
Dept: FINANCE DEPARTMENT							
101-219.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	71921		01/30/2014	1,112.19
			NON UNION HEALTH INS 1/2014		7003454/002 2/2014		
101-219.000-715.000		HEALTH AND	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	7.10
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-219.000-721.000		DISABILITY	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	22.84
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-219.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71927		01/30/2014	0.79
			FILE FOLDERS/STAPLES		509840		
101-219.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71927		01/30/2014	5.84
			FILE FOLDERS		510138		

Total FINANCE DEPARTMENT							1,148.76
Dept: CITY TREASURER							
101-253.000-715.000		HEALTH AND	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	7.10
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-253.000-721.000		DISABILITY	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	7.28
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-253.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71927		01/30/2014	45.99
			DESKMAT		509659		
101-253.000-726.000		SUPPLIES	STOCKHOUSE CORPORATION	71958		01/30/2014	69.40
			CASE OF COPIER PAPER		50301		
101-253.000-801.000		CONTRACTUA	B. S. & A. SOFTWARE	71919		01/30/2014	772.00
			ANNUAL SUPPORT-SPEC ASSESS/BLD		94532		

Total CITY TREASURER							901.77
Dept: BUILDING AND GROUNDS							
101-265.000-726.000		SUPPLIES	CURRENT OFFICE SOLUTIONS	71927		01/30/2014	95.86
			MULTIFOLD TOWELS, TOLIET PAPER		5102173		
101-265.000-801.000		CONTRACTUA	CINTAS CORPORATION	71925		01/30/2014	20.00
			RUGS FOR CITY HALL		351661689		
101-265.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	1,747.07
			JANUARY 2014 UTILITIES				
101-265.000-925.000		TELEPHONE	AT&T	71918		01/30/2014	400.01
			TELEPHONE SERVICE JAN 2014		517437098301 1/2014		
101-265.000-930.000		REPAIRS &	AMERICAN COPPER AND BRASS, LLC	71914		01/30/2014	25.07
			BALLAST FOR DPS-GARAGE		1401500		
101-265.000-930.000		REPAIRS &	GELZER & SON INC.	71933		01/30/2014	3.79
			LOCK FOR TREASURER'S WINDOW		C83117		
101-265.000-930.000		REPAIRS &	GELZER & SON INC.	71933		01/30/2014	34.98
			WATER SAVER KIT FOR CITY HALL		C83115		

Total BUILDING AND GROUNDS							2,326.78
Dept: PARKING LOTS							
101-266.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	314.70
			JANUARY 2014 UTILITIES				

Total PARKING LOTS							314.70
Dept: CEMETERIES							
101-276.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	33.20
			JANUARY 2014 UTILITIES				

Total CEMETERIES							33.20
Dept: AIRPORT							
101-295.000-801.000		CONTRACTUA	HILLSDALE AERO, INC.	71936		01/30/2014	1,521.00
			PLOWING/BUILDING & EQUIP MAINT		47102		
101-295.000-801.000		CONTRACTUA	JAMES SCHEIBNER	71955		01/30/2014	2,916.68
			AIRPORT MANAGER FOR FEB 2014				
101-295.000-810.000		DUES AND S	MI ASSOC OF AIRPORT EXECUTIVES	71945		01/30/2014	70.00
			MEMBERSHIP FOR 2014		14-220		
101-295.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	1,180.21
			JANUARY 2014 UTILITIES				
101-295.000-920.000		UTILITIES	SPRATT'S	71957		01/30/2014	1,171.72
			HEATING FUEL		30185		

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Fund: GENERAL FUND							
Dept: AIRPORT							
101-295.000-925.000	TELEPHONE	AT&T	71918			01/30/2014	134.02
		TELEPHONE SERVICE JAN 2014		517437098301	1/2014		
101-295.000-925.000	TELEPHONE	AT&T	71918			01/30/2014	44.90
		TELEPHONE SERVICE JAN 2014		517439429101	1/2014		
101-295.000-930.000	REPAIRS &	GODFREY BROTHERS, INC.	71934			01/30/2014	59.63
		AIR FILTER/FILTER ELEMENT		S75897			
101-295.000-930.000	REPAIRS &	SPRATT'S	71957			01/30/2014	3.75
		BLOWER SHEAR BOLTS FOR TRACTOR		151820			
Total AIRPORT							7,101.91
Dept: POLICE DEPARTMENT							
101-301.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	71921			01/30/2014	1,853.62
		NON UNION HEALTH INS 1/2014		7003454/002	2/2014		
101-301.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	71921			01/30/2014	10,381.15
		POLICE HEALTH INS FEB 2014		7003454/000	2/2014		
101-301.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY	71961			01/30/2014	113.60
		LIFE/DISABILITY INS FEB 2014		20894	2/2014		
101-301.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY	71961			01/30/2014	294.82
		LIFE/DISABILITY INS FEB 2014		20894	2/2014		
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	71927			01/30/2014	49.84
		PRND/TAPE		508216			
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	71927			01/30/2014	-33.50
		RETURNED PENS		812843			
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	71927			01/30/2014	13.91
		TAPE		510237			
101-301.000-726.000	SUPPLIES	KIESLER'S POLICE SUPPLY, INC.	71939			01/30/2014	900.30
		PRACTICE AMMO		720045			
101-301.000-726.000	SUPPLIES	MARKET HOUSE	71944			01/30/2014	39.68
		KLEENEX/DISINFECTANT WIPES		86582			
101-301.000-726.000	SUPPLIES	SIRCHIE FINGERPRINT LAB.	71956			01/30/2014	126.11
		DRUG TESTING POUCHES		149785			
101-301.000-726.000	SUPPLIES	SIRCHIE FINGERPRINT LAB.	71956			01/30/2014	113.80
		DRUG TESTING POUCHES		150835			
101-301.000-726.000	SUPPLIES	NONIK TECHNOLOGIES, INC.	71949			01/30/2014	85.35
		ADAPTOR FOR EXPLORER LAPTOP		5531			
101-301.000-742.000	CLOTHING /	SUD-Z DRY CLEANERS	71959			01/30/2014	172.35
		DRY CLEANING		SU1747	1/14		
101-301.000-801.000	CONTRACTUA	AT & T MOBILITY	71917			01/30/2014	119.97
		NETWORK ACCESS FEE		287243202540x125	2014		
101-301.000-801.000	CONTRACTUA	CURRENT OFFICE SOLUTIONS	71927			01/30/2014	9.78
		COPIER LEASE PER AGREEMENT		245391			
Total POLICE DEPARTMENT							14,240.78
Dept: FIRE DEPARTMENT							
101-336.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	71921			01/30/2014	4,242.53
		FIREFIGHTERS HEALTH INS 2/201		7003454/001	2/2014		
101-336.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY	71961			01/30/2014	35.52
		LIFE/DISABILITY INS FEB 2014		20894	2/2014		
101-336.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY	71961			01/30/2014	62.85
		LIFE/DISABILITY INS FEB 2014		20894	2/2014		
101-336.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	71927			01/30/2014	10.96
		STORAGE BOXES/HIGHLIGHTERS/PEN		509479			
101-336.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	71927			01/30/2014	52.71
		TOWELS/T-PAPER		510242			
101-336.000-726.000	SUPPLIES	EMERGENCY MEDICAL PRODUCTS INC	71931			01/30/2014	220.00
		MEDICAL SUPPLIES		1615493			
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIVE	71952			01/30/2014	2.78
		BRASS CONNECTOR		1081894			
101-336.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	71952			01/30/2014	4.90
		LAMPS FOR TRUCKS		1087579			
101-336.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	71952			01/30/2014	11.38
		AIR BRAKE FULID		1088060			
101-336.000-801.000	CONTRACTUA	CINTAS CORPORATION	71925			01/30/2014	5.71
		CONTRACTUAL LINEN SERVICE		351661093			
101-336.000-801.000	CONTRACTUA	CINTAS CORPORATION	71925			01/30/2014	13.40
		CONTRACTUAL LINEN SERVICE		351661690			
101-336.000-801.000	CONTRACTUA	XEROX GOVERNMENT SYSTEMS, INC.	71967			01/30/2014	220.00
		FIREHOUSE SOFTWARE RENEWAL		988366			
101-336.000-801.000	CONTRACTUA	CINTAS CORPORATION	71925			01/30/2014	20.00
		RUGS FOR CITY HALL		351661091			

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Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: GENERAL FUND							
Dept: FIRE DEPARTMENT							
101-336.000-850.000		INSURANCE	SUMNAR SCHOLL INSURANCE AGENCY	71960		01/30/2014	4,753.00
			FLEET INS CALENDAR YR 2014		11903		
101-336.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	592.15
			JANUARY 2014 UTILITIES				
101-336.000-930.000		REPAIRS &	WHITES WELDING SERVICE	71966		01/30/2014	40.00
			DOOR REPAIR - ENGINE 341		80140		

Total FIRE DEPARTMENT							10,287.89
Dept: PLANNING DEPARTMENT							
101-400.000-861.000		TRAINING &	REGION 2 PLANNING COMMISSIO	71954		01/30/2014	25.00
			ANNUAL DINNER - A BEEKER				

Total PLANNING DEPARTMENT							25.00
Dept: PUBLIC SERVICES DEPARTMENT							
101-441.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	71921		01/30/2014	2,502.41
			NON UNION HEALTH INS 1/2014		7003454/002 2/2014		
101-441.000-715.000		HEALTH AND	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	14.20
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-441.000-721.000		DISABILITY	SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	38.18
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
101-441.000-726.000		SUPPLIES	ARROW SWIFT PRINTING	71916		01/30/2014	182.40
			DPS DAILY TIME SHEETS		130593		
101-441.000-726.000		SUPPLIES	KSS ENTERPRISES	71940		01/30/2014	136.55
			HAND SOAP, LINERS		855994		
101-441.000-742.000		CLOTHING /	CINTAS CORPORATION	71925		01/30/2014	44.34
			RUGS/UNIFORMS - DPS		351661086		
101-441.000-742.000		CLOTHING /	CINTAS CORPORATION	71925		01/30/2014	44.34
			RUGS/UNIFORMS - DPS		351661684		
101-441.000-801.000		CONTRACTUA	CINTAS CORPORATION	71925		01/30/2014	38.86
			RUGS/UNIFORMS - DPS		351661086		
101-441.000-801.000		CONTRACTUA	CINTAS CORPORATION	71925		01/30/2014	38.86
			RUGS/UNIFORMS - DPS		351661684		
101-441.000-801.000		CONTRACTUA	CURRENT OFFICE SOLUTIONS	71927		01/30/2014	186.07
			COPIER LEASE PER AGREEMENT		245391		
101-441.000-810.000		DUES AND S	ARBOR DAY FOUNDATION	71915		01/30/2014	15.00
			2014 MEMBERSHIP - STACHOWICZ				
101-441.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES	71946		01/30/2014	519.97
			GAS UTILITY - DPS		4614348-3 1/14		
101-441.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	556.41
			JANUARY 2014 UTILITIES				

Total PUBLIC SERVICES DEPARTMENT							4,317.59
Dept: STREET LIGHTING							
101-448.000-920.202		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	6,116.66
			JANUARY 2014 UTILITIES				
101-448.000-920.203		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	243.97
			JANUARY 2014 UTILITIES				

Total STREET LIGHTING							6,360.63
Dept: PARKS							
101-756.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	334.24
			JANUARY 2014 UTILITIES				
101-756.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	8.49
			UTILITIES		003-00013531-02 1/2014		

Total PARKS							342.73

Fund Total							190,686.36
Fund: MAJOR ST./TRUNKLINE FUND							
Dept:							
202-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT	410		01/30/2014	7,361.64
			PAYROLL/FICA FOR 01-30-14				

Total							7,361.64
Dept: R.O.W. MAINTENANCE							
202-460.000-801.000		CONTRACTUA	BOARD OF PUBLIC UTILITIES	71922		01/30/2014	1,989.18
			STREET LIGHT MAINTENANCE		10458		

Total R.O.W. MAINTENANCE							1,989.18
Dept: TRUNKLINE R.O.W. MAINTENANCE							

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Fund: MAJOR ST./TRUNKLINE FUND							
Dept: TRUNKLINE R.O.W. MAINTENANCE							
202-460.500-801.000	CONTRACTUA		BOARD OF PUBLIC UTILITIES STREET LIGHT MAINTENANCE	71922	10458	01/30/2014	585.04

					Total TRUNKLINE R.O.W. MAINTENANCE		585.04
Dept: TRAFFIC							
202-490.000-801.000	CONTRACTUA		INDIANA NORTHEASTERN RAILROAD R/R SIGNAL MAINTENANCE 2013	71937		01/30/2014	6,349.00
202-490.000-920.000	UTILITIES		BOARD OF PUBLIC UTILITIES JANUARY 2014 UTILITIES	71922		01/30/2014	436.53

					Total TRAFFIC		6,785.53
Dept: TRUNKLINE TRAFFIC							
202-490.500-920.000	UTILITIES		BOARD OF PUBLIC UTILITIES JANUARY 2014 UTILITIES	71922		01/30/2014	436.20

					Total TRUNKLINE TRAFFIC		436.20
						Fund Total	17,157.59
Fund: LOCAL ST. FUND							
Dept:							
203-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT PAYROLL/FICA FOR 01-30-14	410		01/30/2014	2,868.29

					Total		2,868.29
Dept: TRAFFIC							
203-490.000-801.000	CONTRACTUA		INDIANA NORTHEASTERN RAILROAD R/R SIGNAL MAINTENANCE 2013	71937		01/30/2014	1,481.00

					Total TRAFFIC		1,481.00
						Fund Total	4,349.29
Fund: RECREATION FUND							
Dept:							
208-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT PAYROLL/FICA FOR 01-30-14	410		01/30/2014	2,665.48

					Total		2,665.48
Dept: RECREATION DEPARTMENT							
208-751.000-715.000	HEALTH AND		BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 1/2014	71921		01/30/2014	1,112.19
208-751.000-715.000	HEALTH AND		SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS FEB 2014	71961	7003454/002 2/2014	01/30/2014	7.10
208-751.000-721.000	DISABILITY		SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS FEB 2014	71961	20894 2/2014	01/30/2014	9.69
208-751.000-801.000	CONTRACTUA		CURRENT OFFICE SOLUTIONS COPIER LEASE PER AGREEMENT	71927	245391	01/30/2014	14.68

					Total RECREATION DEPARTMENT		1,143.66
						Fund Total	3,809.14
Fund: LIBRARY FUND							
Dept:							
271-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT PAYROLL/FICA FOR 01-30-14	410		01/30/2014	4,752.30

					Total		4,752.30
Dept: LIBRARY							
271-790.000-715.000	HEALTH AND		BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 1/2014	71921		01/30/2014	1,112.19
271-790.000-715.000	HEALTH AND		SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS FEB 2014	71961	7003454/002 2/2014	01/30/2014	14.20
271-790.000-721.000	DISABILITY		SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS FEB 2014	71961	20894 2/2014	01/30/2014	28.18
271-790.000-726.000	SUPPLIES		WALMART COMMUNITY SUPPLIES	71964	20894 2/2014	01/30/2014	74.16
271-790.000-801.000	CONTRACTUA		CINTAS CORPORATION Library floor mats	71925	351661092	01/30/2014	28.66

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Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: LIBRARY FUND							
Dept: LIBRARY							
271-790.000-801.000	CONTRACTUA		MAID FOR YOUR Cleaning Service	71943	1051	01/30/2014	520.00
271-790.000-920.000	UTILITIES		BOARD OF PUBLIC UTILITIES JANUARY 2014 UTILITIES	71922		01/30/2014	1,226.95
271-790.000-982.000	BOOKS		BAKER & TAYLOR COMPANY January Adult Book Order	71920	2028978725	01/30/2014	625.54
271-790.000-982.000	BOOKS		RANDOM HOUSE, INC. November AudioBook Order	71953	1089001555	01/30/2014	26.25
271-790.000-982.000	BOOKS		RANDOM HOUSE, INC. November AudioBook Order	71953	1089053545	01/30/2014	45.00
271-790.000-982.001	BOOKS - FR		BAKER & TAYLOR COMPANY December Memorial Book Order	71920	2028978728	01/30/2014	82.50
271-790.000-982.001	BOOKS - FR		CENTERAL MI UNIVERSITY LOST MEL BOOK	71924	32183016683035	01/30/2014	17.20
271-790.000-982.001	BOOKS - FR		HART AREA PUBLIC LIBRARY Damaged MeL Book	71935	20130811	01/30/2014	17.00
271-790.000-982.001	BOOKS - FR		LOIS WAGNER MEMORIAL LIBRARY Lost MeL Book - James Marshall	71941	12192013	01/30/2014	11.99
Total LIBRARY							3,829.82
Dept: LIBRARY - CHILDREN'S AREA							
271-792.000-726.010	SUPPLIES-S		UPSTART Summer Reading Supplies	71962	5179606	01/30/2014	231.16
271-792.000-982.000	BOOKS		BAKER & TAYLOR COMPANY December Children's Book Order	71920	2028949584	01/30/2014	34.94
271-792.000-982.000	BOOKS		BAKER & TAYLOR COMPANY January Children's Book Order	71920	2028978726	01/30/2014	294.64
Total LIBRARY - CHILDREN'S AREA							560.74
Fund Total							9,142.86
Fund: CAPITAL IMPROVEMENT FUND							
Dept: MAJOR STREET RECONSTRUCTION							
401-452.000-801.000	CONTRACTUA		MT ENGINEERING, LLC STATE STREET RECON MDOT FINAL	71948	1209-11	01/30/2014	369.00
Total MAJOR STREET RECONSTRUCTION							369.00
Dept: PARKS							
401-756.000-726.000	SUPPLIES		GAMETIME PLAYGROUND EQUIPMENT @ BEACH	71932	829215	01/30/2014	18,299.08
401-756.000-726.000	SUPPLIES		GAMETIME PLAYGROUND EQUIPMENT- BEACH	71932	829214	01/30/2014	21,552.40
Total PARKS							39,851.48
Fund Total							40,220.48
Fund: DIAL-A-RIDE FUND							
Dept:							
588-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT PAYROLL/FICA FOR 01-30-14	410		01/30/2014	6,373.18
Total							6,373.18
Dept: DIAL-A-RIDE							
588-588.000-715.000	HEALTH AND		BLUE CROSS & BLUE SHIELD OF MI TEAMSTERS HEALTH INS 2/2014	71921	7003454/006 2/2014	01/30/2014	2,374.87
588-588.000-715.000	HEALTH AND		BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 1/2014	71921	7003454/002 2/2014	01/30/2014	1,112.19
588-588.000-715.000	HEALTH AND		SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS FEB 2014	71961	20894 2/2014	01/30/2014	25.92
588-588.000-721.000	DISABILITY		SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS FEB 2014	71961	20894 2/2014	01/30/2014	49.13
588-588.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE FILTER/BULBS/HEADLAMP	71952	1087363	01/30/2014	33.01
588-588.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE BRAKE ROTORS/PAD/SEALS #60	71952	303.77	01/30/2014	303.77
588-588.000-801.000	CONTRACTUA		CINTAS CORPORATION RUGS & MATS DART	71925	351661031	01/30/2014	55.35
588-588.000-920.000	UTILITIES		BOARD OF PUBLIC UTILITIES JANUARY 2014 UTILITIES	71922		01/30/2014	402.63

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Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
Fund: DIAL-A-RIDE FUND							
Dept: DIAL-A-RIDE							
588-588.000-920.000	UTILITIES		MICHIGAN GAS UTILITIES	71946		01/30/2014	199.06
			GAS UTILITY FOR JAN 2014		4611064-9 1/2014		
588-588.000-925.000	TELEPHONE		AT&T	71918		01/30/2014	82.25
			TELEPHONE SERVICE JAN 2014		517437338501 1/2014		
588-588.000-930.000	REPAIRS &		THE DOOR MAN	71929		01/30/2014	75.00
			GARAGE DOOR REPAIR				
588-588.000-955.588	MISC-CDL		C E & A PROFESSIONAL SERVICES,	71923		01/30/2014	52.40
			PREEMPLOYMENT - S. LADD - DART		30597		
					Total DIAL-A-RIDE		4,765.58
						Fund Total	11,138.76
Fund: PUBLIC SERVICES INV. FUND							
Dept:							
633-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT	410		01/30/2014	570.48
			PAYROLL/FICA FOR 01-30-14				
					Total		570.48
Dept: PUBLIC SERVICES INVENTORY							
633-233.000-726.000	SUPPLIES		DETROIT SALT CO.	71928		01/30/2014	1,895.01
			ROAD SALT		38339		
633-233.000-726.000	SUPPLIES		DUBOIS TRUCKING AND EXCAVATION	71930		01/30/2014	672.00
			3 MM SAND		QB49		
633-233.000-726.000	SUPPLIES		DUBOIS TRUCKING AND EXCAVATION	71930		01/30/2014	588.00
			3 MM SAND		QB55		
633-233.000-726.000	SUPPLIES		DUBOIS TRUCKING AND EXCAVATION	71930		01/30/2014	420.00
			3 MM SAND		QB60		
633-233.000-726.000	SUPPLIES		DUBOIS TRUCKING AND EXCAVATION	71930		01/30/2014	840.00
			3 MM SAND		QB61		
					Total PUBLIC SERVICES INVENTORY		4,415.01
						Fund Total	4,985.49
Fund: REVOLVING MOBILE EQUIP. FUND							
Dept:							
640-000.000-123.000	PREPAID EX		SUMNAR SCHOLL INSURANCE AGENCY	71960		01/30/2014	18,866.00
			FLEET INS CALENDAR YR 2014		11903		
640-000.000-214.750	DUE TO IMP		PAYROLL ACCOUNT	410		01/30/2014	1,550.79
			PAYROLL/FICA FOR 01-30-14				
					Total		20,416.79
Dept: MOBILE EQUIPMENT MAINTENANCE							
640-444.000-715.000	HEALTH AND		BLUE CROSS & BLUE SHIELD OF MI	71921		01/30/2014	1,228.38
			TEAMSTERS HEALTH INS 2/2014		7003454/006 2/2014		
640-444.000-715.000	HEALTH AND		BLUE CROSS & BLUE SHIELD OF MI	71921		01/30/2014	1,112.19
			NON UNION HEALTH INS 1/2014		7003454/002 2/2014		
640-444.000-715.000	HEALTH AND		SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	14.20
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
640-444.000-721.000	DISABILITY		SUN LIFE ASSURANCE COMPANY	71961		01/30/2014	30.31
			LIFE/DISABILITY INS FEB 2014		20894 2/2014		
640-444.000-726.000	SUPPLIES		1ST AYD CORPORTATION	71912		01/30/2014	191.88
			BRAKE PARTS CLEANER		618442		
640-444.000-726.000	SUPPLIES		GELZER & SON INC.	71933		01/30/2014	42.57
			BULBS, SHOP LIGHT		C82973		
640-444.000-726.000	SUPPLIES		GELZER & SON INC.	71933		01/30/2014	8.38
			FLUOR TUBE		A48377		
640-444.000-726.000	SUPPLIES		PERFORMANCE AUTOMOTIVE	71952		01/30/2014	319.95
			SCAN TOOL				
640-444.000-726.000	SUPPLIES		SPRATT'S	71957		01/30/2014	17.00
			20" LP GAS		151890		
640-444.000-730.000	VEH./EQUIP		GELZER & SON INC.	71933		01/30/2014	11.37
			BOLTS		A48584		
640-444.000-730.000	VEH./EQUIP		JACKSON TRUCK SERVICE INC.	71938		01/30/2014	108.06
			PARKING BRAKE		PC01247784:001		
640-444.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE	71952		01/30/2014	17.08
			SEALS, WATER PUMP FOR #11		1080029		
640-444.000-730.000	VEH./EQUIP		PERFORMANCE AUTOMOTIVE	71952		01/30/2014	39.12
			FITTINGS/HYD HOSE FOR #43		1086938		

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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							
640-444.000-730.000		VEH./EQUIP	PERFORMANCE AUTOMOTIVE WALK BEHIND SALT SPREADER	71952	1087037	01/30/2014	289.99
640-444.000-730.000		VEH./EQUIP	PERFORMANCE AUTOMOTIVE RETAINERS	71952	1087733	01/30/2014	4.99
640-444.000-730.000		VEH./EQUIP	PERFORMANCE AUTOMOTIVE PIN KIT FOR #9.2	71952	1087710	01/30/2014	48.99
640-444.000-730.000		VEH./EQUIP	PERFORMANCE AUTOMOTIVE HYD HOSE/FITTINGS FOR #9	71952	1087759	01/30/2014	28.75
640-444.000-730.000		VEH./EQUIP	PERFORMANCE AUTOMOTIVE FILTER/BULBS/HEADLAMP	71952	1087363	01/30/2014	24.28
640-444.000-730.000		VEH./EQUIP	WELLS EQUIPMENT SALES, INC. AIR VALVE FOR #42	71965	99995	01/30/2014	172.50
640-444.000-730.000		VEH./EQUIP	WELLS EQUIPMENT SALES, INC. AIR HORN FOR #39	71965	99995A	01/30/2014	43.99
640-444.000-742.000		CLOTHING /	CINTAS CORPORATION RUGS/UNIFORMS - DPS	71925	351661086	01/30/2014	14.85
640-444.000-742.000		CLOTHING /	CINTAS CORPORATION RUGS/UNIFORMS - DPS	71925	351661684	01/30/2014	14.85
640-444.000-801.000		CONTRACTUA	CINTAS CORPORATION RUGS/UNIFORMS - DPS	71925	351661086	01/30/2014	22.87
640-444.000-801.000		CONTRACTUA	CINTAS CORPORATION RUGS/UNIFORMS - DPS	71925	351661684	01/30/2014	22.87
640-444.000-801.000		CONTRACTUA	VERMEER OF MICHIGAN, INC SHARPEN CHIPPER BLADES	71963	P31759	01/30/2014	32.00
640-444.000-801.301		POLICE VEH	PARNEY'S CAR CARE OIL CHANGE FOR 2-1	71950	55217	01/30/2014	35.45
640-444.000-801.301		POLICE VEH	PARNEY'S CAR CARE REPAIRS 2-5	71950	55236	01/30/2014	447.60
640-444.000-801.301		POLICE VEH	ADRIAN COMMUNICATIONS REMOVAL/INSTALLATION OF EQUIP	71913	118301	01/30/2014	7,275.45
640-444.000-850.000		INSURANCE	SUMNAR SCHOLL INSURANCE AGENCY FLEET INS CALENDAR YR 2014	71960	11903	01/30/2014	15,445.00
640-444.000-850.301		INSURANCE	SUMNAR SCHOLL INSURANCE AGENCY FLEET INS CALENDAR YR 2014	71960	11903	01/30/2014	3,420.00
640-444.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES GAS UTILITY - DPS	71946	4614348-3 1/14	01/30/2014	519.98
640-444.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES JANUARY 2014 UTILITIES	71922		01/30/2014	523.79
Total MOBILE EQUIPMENT MAINTENANCE							31,528.69
Fund Total							51,945.48
Fund: DPS LEAVE AND BENEFITS FUND							
Dept:							
699-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 01-30-14	410		01/30/2014	1,078.33
Total							1,078.33
Dept: PUBLIC SERVICES DEPARTMENT							
699-441.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI TEAMSTERS HEALTH INS 2/2014	71921	7003454/006 2/2014	01/30/2014	6,223.77
699-441.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 1/2014	71921	7003454/002 2/2014	01/30/2014	463.40
699-441.000-715.000		HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS FEB 2014	71961	20894 2/2014	01/30/2014	56.80
699-441.000-721.000		DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS FEB 2014	71961	20894 2/2014	01/30/2014	119.98
Total PUBLIC SERVICES DEPARTMENT							6,863.95
Fund Total							7,942.28
Grand Total							341,377.73

VENDOR APPROVAL SUMMARY REPORT
 JANUARY 30, 2014

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Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
1ST AYD CORPORTATION	0486	BRAKE PARTS CLEANER	191.88	0.00
ADRIAN COMMUNICATIONS	0406	REMOVAL/INSTALLATION OF EQUIP	7,275.45	0.00
AMERICAN COPPER AND BRASS, LLC	2432	BALLAST FOR DPS-GARAGE	25.07	0.00
ARBOR DAY FOUNDATION	2470	2014 MEMBERSHIP - STACHOWICZ	15.00	0.00
ARROW SWIFT PRINTING	0008	DPS DAILY TIME SHEETS	182.40	0.00
AT & T MOBILITY	1965	NETWORK ACCESS FEE	119.97	0.00
AT&T	0048	TELEPHONE SERVICE JAN 2014	661.18	0.00
B. S. & A. SOFTWARE	3076	ANNUAL SUPPORT-SPEC ASSESS/BLD	1,890.00	0.00
BAKER & TAYLOR COMPANY	0011	January Children's Book Order	1,037.62	0.00
BLUE CROSS & BLUE SHIELD OF MI	2013	FIREFIGHTERS HEALTH INS 2/201	37,796.89	0.00
BOARD OF PUBLIC UTILITIES	0013	UTILITIES	32,616.85	0.00
C E & A PROFESSIONAL SERVICES,	3401	PREEMPLOYMENT - S. LADD - DART	52.40	0.00
CENTRAL MI UNIVERSITY	2229	LOST MEL BOOK	17.20	0.00
CINTAS CORPORATION	0020	Library floor mats	384.96	0.00
CLARK HILL	2029	CADENCE BANKRUPTCY - LEGAL FEE	2,349.84	0.00
CURRENT OFFICE SOLUTIONS	0035	DESKMAT	667.41	0.00
DETROIT SALT CO.	4088	ROAD SALT	1,895.01	0.00
THE DOOR MAN	1216	GARAGE DOOR REPAIR	75.00	0.00
DUBOIS TRUCKING AND EXCAVATION	2215	3 MM SAND	2,520.00	0.00
EMERGENCY MEDICAL PRODUCTS INC	1164	MEDICAL SUPPLIES	220.00	0.00
GAMETIME	2148	PLAYGROUND EQUIPMENT- BEACH	39,851.48	0.00
GELZER & SON INC.	0027	BOLTS	101.09	0.00
GODFREY BROTHERS, INC.	2132	AIR FILTER/FILTER ELEMENT	59.63	0.00
HART AREA PUBLIC LIBRARY	2227	Damaged MeL Book	17.00	0.00
HILLSDALE AERO, INC.	0236	PLOWING/BUILDING & EQUIP MAINT	1,521.00	0.00
INDIANA NORTHEASTERN RAILROAD	3813	R/R SIGNAL MAINTENANCE 2013	7,830.00	0.00
JACKSON TRUCK SERVICE INC.	0086	PARKING BRAKE	108.06	0.00
KIESLER'S POLICE SUPPLY, INC.	2232	PRACTICE AMMO	900.30	0.00
KSS ENTERPRISES	0255	HAND SOAP, LINERS	136.55	0.00
LOIS WAGNER MEMORIAL LIBRARY	2226	Lost MeL Book - James Marshall	11.99	0.00
LOREN & SHIRK	0043	LEGAL SERVICES FOR DEC 2014	2,680.14	0.00
MAID FOR YOUR	2046	Cleaning Service	520.00	0.00
MARKET HOUSE	0164	KLEENEX/DISINFECTANT WIPES	39.68	0.00
MI ASSOC OF AIRPORT EXECUTIVES	3129	MEMBERSHIP FOR 2014	70.00	0.00
MICHIGAN GAS UTILITIES	0081	GAS UTILITY FOR JAN 2014	1,239.01	0.00
MIKA MEYERS BECKET & JONES PLC	1889	LEGAL SERVICES - LABOR ISSUES	225.00	0.00
MT ENGINEERING, LLC	1690	KROGER SITE PLAN REVIEW	492.00	0.00
NONIK TECHNOLOGIES, INC.	1392	CPU COOLING FAN FOR LAPTOP	1,705.87	0.00
PARNEY'S CAR CARE	2412	REPAIRS 2-5	483.05	0.00
PAYROLL ACCOUNT	0242	PAYROLL/FICA FOR 01-30-14	0.00	93,636.43
PERFORMANCE AUTOMOTIVE	0961	SCAN TOOL	1,128.99	0.00
RANDOM HOUSE, INC.	1388	November AudioBook Order	71.25	0.00
REGION 2 PLANNING COMMISSIO	0195	ANNUAL DINNER - A BEEKER	25.00	0.00
JAMES SCHEIBNER	3302	AIRPORT MANAGER FOR FEB 2014	2,916.68	0.00
SIRCHIE FINGERPRINT LAB.	2643	DRUG TESTING POUCHES	239.91	0.00
SPRATT'S	0088	HEATING FUEL	1,192.47	0.00
STOCKHOUSE CORPORATION	0111	CASE OF COPIER PAPER	69.40	0.00
SUD-Z DRY CLEANERS	1067	DRY CLEANING	172.35	0.00
SUMNAR SCHOLL INSURANCE AGENCY	2075	UNBRELLA LIABILITY INS 2014	91,990.00	0.00
SUN LIFE ASSURANCE COMPANY	1239	LIFE/DISABILITY INS FEB 2014	1,135.46	0.00
UPSTART	2761	Summer Reading Supplies	231.16	0.00
VERMEER OF MICHIGAN, INC	2715	SHARPEN CHIPPER BLADES	32.00	0.00
WALMART COMMUNITY	3104	SUPPLIES	74.16	0.00
WELLS EQUIPMENT SALES, INC.	2372	AIR HORN FOR #39	216.49	0.00
WHITES WELDING SERVICE	2174	DOOR REPAIR - ENGINE 341	40.00	0.00
XEROX GOVERNMENT SYSTEMS, INC.	4110	FIREHOUSE SOFTWARE RENEWAL	220.00	0.00
Grand Total:			247,741.30	93,636.43

Public Services Committee Meeting-
January 16, 2014 @ 5:40 p.m.

Adam presented statements from State Senator Bruce Caswell and State Rep. Ken Kutz

- If a bunch of zero's are removed from state budget, and a hypothetical number of 50,000 is used, the state budgets surplus is 1,000 dollars.
- That 1,000 would be spread out over 3 years, resulting in about 333 dollars a year.
- Things being discussed for use of that money are tax credits, revenue sharing, K-12 education, and roads.
- If used on roads, Caswell favors placing the money in the transportation fund, so all could draw out equally, instead of using for individual projects

BPU has its own board and cemeteries have their own as well

Patrick asked if TIFA would be interested in coming to council for an educational presentation

Keith says eventually the city parking lot will have to be sealed and sidewalks downtown replaced.

Feb 12th- Millpond Dam Removal Meeting

- If this happens, stream will find natural course
- Options are to line with 18 inch pipe through existing pipe or remove pipes and replace them.
- DEQ is saying 18 inch pipes won't work
- Estimated cost to remove dam- Half a million dollars
- Keith believes DEQ will want them to remove and rebuild

Cemeteries and Fees

- Looked at every other year
- Been increased twice
- Prices increased for Sat. burial

Emily asked about leaf pickup, and if it would benefit to place leaves in clear bags
Keith says more efficient and quicker with bags, and leaves don't deposit in storm sewers

Compost Site

- Possible reduction of hours
- Possibly get rid of compost site altogether
- Someone should call Republic and ask if they would be interested in subcontracting leaf pickup
- Adam says they'll take them as long as you put them in the blue buckets

Adam L. Stockford



City of Hillsdale
Cemetery Board Commission
Minutes
February 5, 2014

I. Call to Order:

Meeting was called to order by Chairman Keith Richard at 4:05 P.M.

II. Board members present:

Keith Richard, John Barrett, Vicki Ladd, Carl "Bud" Heinowski

Also present: Linda Brown-City Manager, Kathy Flaughner-DPS Admin Assistant, Carol Lackey-representing the Mitchell Research Center and Hillsdale County Historical Society, and City Clerk – Robilyn Swisher.

Absent- Sally Fallon - Excused

III. Approval of Minutes:

John Barrett made the motion to accept the minutes of the November 6, 2013 meeting; seconded by Bud Heinowski. All ayes, Motion Passed.

IV. Public Comments:

City Manager Linda Brown spoke on Potters Field in Section 10 at Oak Grove Cemetery. She stated that there are many individuals buried there who do not have recognition and added that there was recently a suggestion that the Potter's Field area be delineated in some way. One suggestion was to utilize the segments of the original cut stone 'archway' that are stored nearby in section 10. The stone arch spanned the cemetery's original main entrance located to the west of the current main entrance on Montgomery St. Remnants of the lower stone sections of the archway are still in place there. She went on to say that the stones that were used for the original structure could be repurposed for a sign, or a boundary distinction.

Carol Lackey spoke on the history of the original cut stone arch structure and the importance of preserving as much of it as possible. Carol would also like there to be clear distinction of this area as well as a sign to give recognition to the people who are buried there.

Keith Richard explained the mapping of the area and its close proximity to the 5 acre cemetery expansion project at Oak Grove. Keith suggested the possibility of repurposing limestone salvaged from another project to create a boundary so as to allow for the future reconstruction of the original archway at its original location.

A motion was made by John Barrett to give permission to explore the possibility of erecting the stones from the original archway and explore the options for designating the boundaries around Potters Field. The motion was supported by Vickie Ladd. All ayes – motion passes 4-0

V. Old Business -None

VI. New Business

A. Review and Update Cemetery Fee Schedule;

Keith Richard stated that recently City Council had asked all City Boards and Commissions to review their fee schedules. Keith asked if each of the members was able to review the spreadsheet which was included in the meeting packets. Keith reported to the board that with current fees we typically break even on grave openings, closings, and burials. John Barrett stated that the nonresident fees are typically a bit higher to detour people and hopefully keep the cemeteries for the residents. He went on to say that current fees at the two Hillsdale cemeteries are ‘middle of the road’ compared to other adjacent communities.

Bud Heinowski wanted to assure that the fees from the cemetery lot sales, burials, etc. goes directly into the cemetery fund and not to the general fund. Keith responded that Bonnie Tew- Finance Director invests fees collected into annuities and any interest earned goes back into the cemetery account to help offset expenditures. Keith then asked Bonnie to join the meeting to further explain this process.

Bonnie Tew joined the meeting. Bonnie confirmed that the money from the cemetery lot sales, etc. goes into the Perpetual Care Fund and only the interest off the fund is used for maintenance. Currently Ginny Mae does not have a good interest rate, so the funds that are typically put into annuities are still in the perpetual care account, which is currently collecting 4% interest. The total allotted for the cemetery budget is about \$114,000. About \$18,000 of that budget comes from interment fees, and about \$20,000 comes from interest from the perpetual care account. Bonnie departed the meeting.

Keith stated that upon reviewing the spreadsheet he believed the fee schedule appears to be in line with others.

Motion by Bud Heinowski to accept the fee schedule as presented and to review it again in two years or before. Motion is supported by Vickie Ladd. All ayes –Motion passes 4-0

Keith wanted to mention that in Eugene’s absence a second alternate sexton is being trained. Keith wanted to make sure Kathy was given recognition for the great job she has been doing in the cemeteries. She is involved from start to finish with the process and is very well organized. Keith went on to say that Roger Payne- DPS Working Foreman and Eugene Goodlock- Cemetery Sexton both make a personal effort to assure that the two cemeteries are presentable for each of the holidays.

B. Board Member Term Ending – Sally Fallon;

Carol Lackey agreed to serve and her name will be sent to the Mayor for appointment.

Adjournment

Motion was made by Barrett to adjourn, Seconded by Ladd. All in Favor, **Motion passed 4-0.**

Meeting adjourned at 4:50 pm.

Respectfully submitted by: Robilyn Swisher, revised by K. Richard

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

February 3, 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, Keith Richard, Aimee England, Nate Rusk, Jane Engleheart, State Representative Ken Kurtz, Alan and Julie Beeker, Bruce Sharp, Jaminda Springer, and Allison Hutchinson.

Approval of Agenda

Motion by Mayor Sessions to approve the February 3, 2014 Agenda.

All ayes.

Motion carried.

Public Comment

Allison Hutchinson, 21 N. Norwood, addressed the list of options to fund streets. Allison suggested that council not waste any more time on the income tax option for funding streets, and to focus on new ideas.

Jaminda Springer, 89 S. Howell, addressed the income tax option to fund streets. Jaminda stated that she is involved in a political action group against the income tax option, and will continue its work if the issue is brought back up.

Consent Agenda

- A. Approval of Bills from January 16, 2014: Claims of \$250,506.47 Payroll of \$131,095.30
- B. Committee Reports (Pending Approval):
 - Finance 1-2-14
 - TIFA 11-19-13
 - TIFA Target Development 11-25-13
 - Planning Commission 1-21-14
- C. Council Minutes 1-20-14
- D. December 2013 Financial Reports

Motion by Councilperson Watkins, supported by Councilperson Stockford, 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

State Representative Ken Kurtz stated that he and Scott Wiley had a productive meeting with City Manager Linda Brown regarding the letter received by City Manager Linda Brown, Mayor Sessions, and the Council. State Representative Kurtz state that he has a meeting with the

Transportation Appropriation Committee chair tomorrow and will be taking the letter with him to be reviewed. State Representative Kurtz said that he has told the state that funding for streets should be a top priority throughout the state. State Representative Kurtz also addressed the propane issue and ensured that the Attorney General's office is watching the supply and demand issue. They want to avoid price gouging and avoid people being taken advantage of.

Councilperson Stockford asked if the money does go into the transportation fund would each municipality be able to receive an equal amount from the fund? State Representative Kurtz said he is going to push for the street funding money to be evenly distributed to the communities.

City Manager Linda Brown stated that she is putting in writing that none of the typical strings be attached, like the small urban boundary, which eliminates the city streets.

City Treasurer Sue Arnold addressed council about appointing Katy Price Deputy Treasurer. Sue stated that she has had a Deputy Treasurer in the past and that Katy would only take payments when she is not present in the office. City Manager Linda Brown recommended council not appoint Katy Price to Deputy Treasurer due to the extensive work load she already has. City Manager Linda Brown stated that she spoke with the city attorney and insurance agency and explored the options to address this issue and discovered that there is a special bond required by law, to receive tax payments and issue receipts for taxes, which Katy does not have. City Manager Brown also stated that we have already been under the microscope with the auditors to make sure our cash is handled in a certain manner as well. City Manager Brown suggested to council that if they decide to appoint Katy that they do so with strict stipulations.

Councilperson Stack-Davis expressed her concern with tax payers coming in, during the time city hall is open, to pay their taxes and there not being someone there to take their payment. Mayor Sessions clarifies that Katy has been, up to this point, taking payments that are in the form of a check, and placing them in Treasurer Sue Arnold's mailbox.

Councilperson Flannery expressed his concern in the break in chain of custody that would happen if Katy takes a payment and places it in Sue's box without being appointed Deputy Treasurer. Councilperson Flannery expressed the need for this appointment if the Treasurer was sick or hospitalized for some reason also.

Mayor Sessions expressed that it be stipulated that the Deputy Treasurer position does not come with any salary.

Motion by Councilperson Stockford, supported by Councilperson Flannery, to appoint Katy Price as Deputy Treasurer with no pay raise, and with the restriction of only receiving and receipting tax payments and only doing so in the absence of the Treasurer. Roll call: Councilperson Watkins – yes; Mayor Sessions – yes; Councilpersons Bail – no; Stack-Davis – yes; Flannery – yes; Kinney – yes; Stockford – yes.

Approved 6-1.

Motion carried.

Introduction and Adoption of Ordinances/Public Hearings

None

Unfinished Business

- A. Local Streets Maintenance
- B. Code Enforcement.

Old Business

None

New Business

None

Miscellaneous

Appointments:

Election Commission:

Ed Swanson – One year term to expire January 2015

Eldonna Bernath - One year term to expire January 2015

Shawnae Urban - One year term to expire January 2015

BPU:

Robert Batt – To fill a vacancy – to expire May 2014

IPMC:

David Foulke – Three year term to expire January 2017

Planning Commisiion:

Bonnie Kyser-Lavelle – For a term to expire November 2015

General Public Comment

Council Comment

City Manager Linda Brown stated that she received a call from Senator Caswell's office and provided more information to Dave at his office on streets.

Adjournment

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

All ayes

Motion carried.

7:46 p.m.

Scott M. Sessions, Mayor

Robilyn Swisher, City Clerk

Memo

To: Linda Brown, City Manager
From: Bonnie Tew, Finance Director
Date: February 6, 2014
Subject: Authorized Depositories Listing Update

The city uses a pooled investment fund called “Michigan CLASS” that has been managed by MBIA and Cutwater Investor Services which specialized in municipal finance. The pool invests in direct obligations of the U.S. Government, which are allowable under our investment policy and state statute. The city has been a part of this pooled investment dating back to 1993. Currently the City has a total of \$1,421,321.22 invested in Michigan CLASS. Recently they notified me that they had selected Public Trust Advisors, LLC (Public Trust) as their new Administrators. I have therefore made the necessary changes to the depository resolution and recommend that Council pass the new one (copy attached) at their next meeting scheduled for February 17, 2014.

CITY OF HILLSDALE, MICHIGAN

RESOLUTION NO. _____

RESOLUTION AUTHORIZING FINANCIAL
INSTITUTIONS TO BE USED FOR THE DEPOSIT OF MONIES
FOR THE CITY OF HILLSDALE

WHEREAS, THE City Council wishes to modify previous resolutions, including Resolution 3013, as they relate to depositories which are authorized for the deposit of public funds of the City,

NOW THEREFORE, be it resolved that pursuant to Public Act 40 of 1993 as amended, being Section 129.11 through Section 129.15 of the Michigan compiled Laws, and Section 8.7 of the Charter of the City of Hillsdale, the following depositories are authorized for the deposit of monies for the City of Hillsdale:

<u>Depository</u>	<u>Offices</u>
Fifth Third Bank of Hillsdale	Hillsdale, Michigan
County National Bank	Hillsdale, Michigan
Southern Michigan Bank & Trust	Hillsdale, Michigan
National City Bank	Coldwater, Michigan
Edwards Jones	
via Hillsdale Branch Offices	
Monarch Community Bank – Hillsdale Branch	Hillsdale, Michigan
Municipal Investors Service Corp.	Ann Arbor, Michigan
Flagstar Bank	Hillsdale, Michigan
Wolverine Bank	Midland, Michigan
Michigan Cooperative Liquid Assets Securities System	
or Michigan CLASS	South Haven, Michigan
First Federal Bank	Hillsdale, Michigan

PASSED IN OPEN COUNCIL MEETING THIS 17TH DAY OF FEBRUARY, 2014.

Scott M. Sessions, Mayor

ATTEST: _____
Robilyn Swisher, City Clerk

Enforcement List by Address

02/03/14

160 E BACON ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0023	CITIZEN COMPLAINT	PARKING VIOLATIONS RELATED TO FOOD PANTRY ON TUESDAY MORNINGS.	01/21/14	REFERRED TO POLICE	

Total Enforcements: 1

267 E BACON ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0027	USE AND OCCUPANCY EXPIRED	PROPERTY TRANSFERRED - NO USE & OCCUPANCY PERMIT ON FILE	01/27/14	OPEN	

Total Enforcements: 1

3 S BROAD ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0008	SNOW REMOVAL	SIDEWALK NOT CLEARED	01/10/14	REFERRED TO POLICE	

Total Enforcements: 1

80 HILLSDALE ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0005		SEC 30.89 YOU MUST CLEAR SIDEWALKS OF SNOW FALL AND ICE BY MIDNIGHT OF THE NEXT DAY FOLLOWING ITS ACCUMULATION. CORRECTION: YOU MUST CLEAR SIDE WALKS WITHIN 24 HOURS FROM THIS NOTICE.	01/09/14		

Total Enforcements: 1

208 S HOWELL ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0003	CITIZEN COMPLAINT		01/03/14	OPEN	

Enforcement List by Address

02/03/14

LANDSCAPING

Total Enforcements: 1

121 INDIANA CT

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0019	USE AND OCCUPANCY EXPIRED	PROPERTY TRANSFERRED, PRINCIPAL RESIDENCE EXEMPTION FILED. NO U&O PERMIT ON FILE.	01/15/14	SCHEDULED	

Total Enforcements: 1

29 LEROY ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0025	CITIZEN COMPLAINT	PLOWING SNOW FROM DRIVEWAY ACROSS STREET	01/25/14	REFERRED TO POLICE	

Total Enforcements: 1

38 LEROY ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0004	CITIZEN COMPLAINT	PRIVATE SNOW PLOW PUSHING SNOW ACROSS ROAD - OCCURRED 1/6/14	01/07/14	REFERRED TO POLICE	

Total Enforcements: 1

2 E LYNWOOD BLVD

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0001	CITIZEN COMPLAINT	REFRIGERATOR & GARBAGE BY GARAGE. TRAILER WITH GARBAGE ON IT	01/03/14	OPEN	

Total Enforcements: 1

179 N MANNING ST

Enforcement List by Address

02/03/14

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0007	USE AND OCCUPANCY EXPIRED		01/10/14	Resolved	01/31/14

Total Enforcements: 1

215 N MANNING ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0015	USE AND OCCUPANCY EXPIRED	PROPERTY TRANSFERRED - NO USE AND OCCUPANCY PERMIT ON FILE	01/14/14	ON HOLD - NEW OWNER	

Total Enforcements: 1

216 N MANNING ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0006	USE AND OCCUPANCY EXPIRED	PROPERTY TRANSFERRED, NO USE & OCCUPANCY ON FILE	01/09/14	Resolved-No Action	

Total Enforcements: 1

45 MORRY ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0002	CITIZEN COMPLAINT	TRAILER WITH GARBAGE PILED UP; "OPEN " SIGN IN SHED	01/03/14	OPEN	

Total Enforcements: 1

118 OAK ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0016	SNOW REMOVAL	SIDEWALKS NOT CLEARED	11/14/14	REFERRED TO POLICE	

Total Enforcements: 1

175 OAK ST

Enforcement List by Address

02/03/14

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0024	USE AND OCCUPANCY EXPIRED		01/24/14		

Total Enforcements: 1

17 PARK ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0014	USE AND OCCUPANCY EXPIRED	TRANSFER OF OWNERSHIP (FAMILY SALE) - NO USE AND OCCUPANCY PERMIT ON FILE	01/14/14	OPEN	

Total Enforcements: 1

4 RIPPON AVE

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0010	SNOW REMOVAL	VACANT, SIDEWALK NOT CLEARED	01/13/14	REFERRED TO POLICE	

Total Enforcements: 1

8 RIPPON AVE

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0011	SNOW REMOVAL	VACANT, SIDEWALK SNOW NOT CLEARED	01/13/14	OPEN	

Total Enforcements: 1

24 RIPPON AVE

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0029	USE AND OCCUPANCY EXPIRED	RENTAL, NO USE & OCCUPANCY PERMIT ON FILE	01/29/14	OPEN	

Total Enforcements: 1

27 RIPPON AVE

Enforcement List by Address

02/03/14

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0028	USE AND OCCUPANCY EXPIRED	PROPERTY TRANSFERRED - NO USE & OCCUPANCY PERMIT ON FILE	01/28/14	OPEN	

Total Enforcements: 1

129 E SOUTH ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0020	USE AND OCCUPANCY EXPIRED	RENTAL PROPERTY - NO USE & OCCUPANCY PERMIT ON FILE	01/15/14	OPEN	

Total Enforcements: 1

232 E SOUTH ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0021	USE AND OCCUPANCY EXPIRED	PROPERTY TRANSFERRED, PRINCIPAL RESIDENCE EXEMPTION AFFIDAVIT FILED. NO USE AND OCCUPANCY PERMIT ON FILE.	01/15/14	SCHEDULED	

Total Enforcements: 1

37 STATE ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0013	USE AND OCCUPANCY EXPIRED	NEW OWNER - PRINCIPAL RESIDENCE EXEMPTION AFFIDAVIT FILED - NO USE AND OCCUPANCY PERMIT ON FILE	01/14/14	OPEN	

Total Enforcements: 1

312 SUMMIT ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0012	ZONING VIOLATION	CONVERTING POLE FRAME GARAGE INTO LIVING SPACE - NO PERMITS ON FILE	01/14/14	OPEN	

Enforcement List by Address

02/03/14

Total Enforcements: 1

29 SUPERIOR ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0026	USE AND OCCUPANCY EXPIRED	PROPERTY TRANSFERRED - NO USE & OCCUPANCY PERMIT ON FILE	01/27/14	OPEN	

Total Enforcements: 1

104 UNION ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0018	CITIZEN COMPLAINT	BIKES IN FRONT YARD THAT APPEAR TO BE FOR SALE.	01/15/14		

Total Enforcements: 1

8 VINE ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0017	SNOW REMOVAL	SIDEWALK NOT CLEARED VACANT RESIDENCE	01/14/14	VACANT	

Total Enforcements: 1

84 N WEST ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0009	SNOW REMOVAL	VACANT PROPERTY, SIDEWALK NOT CLEARED	01/13/14	OPEN	

Total Enforcements: 1

Records: 28

Population: All Records

Enforcement.DateTimeCreated in <Previous month>
[01/01/14 - 01/31/14]

Enforcement List by Address

02/03/14

235 E BACON ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2011-0434	Vacant Structure		06/17/11	CLOSED/ NEW OPENED	01/22/14

Total Enforcements: 1

267 E BACON ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0208	CITIZEN COMPLAINT	Peeling exterior paint under city wide complaint system	05/20/13	CLOSED/ NEW OPENED	01/27/14

Total Enforcements: 1

267 E BACON ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2011-0435	Vacant Structure		06/17/11	VACANT	01/27/14

Total Enforcements: 1

52 CHARLES ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E03-0074	REAL ESTATE TRANSFER	RE-OPENED FOR 2013	12/05/13	Resolved	01/23/14

Total Enforcements: 1

15 DIVISION ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0441	USE AND OCCUPANCY EXPIRED	NO PERMIT ON FILE	12/05/13	Resolved	01/10/14

Total Enforcements: 1

30 GREENWOOD ST

Enforcement List by Address

02/03/14

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E09-0332	Vacant Structure		06/15/09	Resolved	01/15/14

Total Enforcements: 1

362 HILLSDALE ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0383	USE AND OCCUPANCY	EXPIRED USE & OCCUPANCY PERMIT	10/28/13	CLOSED/ NEW OPENED	01/22/14

Total Enforcements: 1

42 N HOWELL ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0121	USE AND OCCUPANCY		05/06/13	Resolved	01/14/14

Total Enforcements: 1

36 E LYNWOOD BLVD

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0044	Vacant Structure	inspected 3/5/13 found vacant	03/07/13	CLOSED/ NEW OPENED	01/15/14

Total Enforcements: 1

179 N MANNING ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2014-0007	USE AND OCCUPANCY EXPIRED		01/10/14	Resolved	01/31/14

Total Enforcements: 1

155 N MANNING ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
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Enforcement List by Address

02/03/14

E2010-0143	TENANCY TRANSFER		02/25/10	CLOSED/ NEW OPENED	01/03/14
E2010-0706	CITIZEN COMPLAINT	Back door has gap, No shower/ tub, Paint complaint on interior walls, Front porch in disrepair, etc	11/12/10	CLOSED/ NEW OPENED	01/03/14
E2011-0651	Garbage/Solid Waste	trash bags piled on porches	12/02/11	CLOSED/ NEW OPENED	01/03/14

Total Enforcements: 3

179 N MANNING ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E08-0171	RESIDENTIAL INSP.	initial inspection June 30, 2008***granted 30 day extensions 10-06-2008 House Vacant and secure, granted 180 day extension, provided house remains vacant.	07/14/08	CLOSED/ NEW OPENED	01/10/14

Total Enforcements: 1

24 RIPPON AVE

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2011-0415	TALL GRASS & WEEDS	TGW in back yard	06/10/11	CLOSED/ NEW OPENED	01/29/14

Total Enforcements: 1

175 E SOUTH ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2011-0638	REAL ESTATE TRANSFER		10/25/11	CLOSED/ NEW OPENED	01/08/14

Total Enforcements: 1

29 SUPERIOR ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0309	CITIZEN COMPLAINT	broken windows, etc in rear	08/19/13	CLOSED/ NEW OPENED	01/27/14

Total Enforcements: 1

Enforcement List by Address

02/03/14

29 SUPERIOR ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E09-0375	Vacant Structure		06/18/09	CLOSED/ NEW OPENED	01/22/14

Total Enforcements: 1

55 SUPERIOR ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2011-0580	TALL GRASS & WEEDS		09/01/11	Ordered Mowed-City	01/27/14

Total Enforcements: 1

227 N WEST ST & 227¹/₂

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0458	USE AND OCCUPANCY EXPIRED	USE & OCCUPANCY PERMIT EXPIRED - RENTAL	12/23/13	Resolved-No Action	01/07/14

Total Enforcements: 1

35 N WEST ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2012-0167	TALL GRASS & WEEDS		05/09/12	Closed-invoice paid	01/03/14

Total Enforcements: 1

88 N WEST ST

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0113	CITIZEN COMPLAINT	TRASH IN YARD	04/30/13	CLOSED/ NEW OPENED	01/07/14

Total Enforcements: 1

156 WESTWOOD DR

Enforcement List by Address

02/03/14

<u>CASE #</u>	<u>Category</u>	<u>Complaint Details</u>	<u>Date Filed</u>	<u>Status</u>	<u>Date Closed</u>
E2013-0447	USE AND OCCUPANCY EXPIRED	PROPERTY TRANSFER - NO U&O ON FILE	12/17/13	U & O issued	01/02/14

Total Enforcements: 1

Records: 23

Population: All Records

Enforcement.DateClosed in <Previous month>
[01/01/14 - 01/31/14]

		January	2014	Code Violations
purple-	improper parking	citation issued		
pink-	improper parking	citation issued	citation paid	
green-	notice issued, 48	hours given, violation not	corrected, TOT	Assessing Department
blue-	violation corrected			
yellow-	snow emergency	sidewalk/parking violation		corrected
dk. green-	snow emergency	code violation		not moved, vehicle towed
dk. pink-	snow emergency	sidewalk clearing violation		vacant property, TOT Assessing Department
	improper parking	citation issued	not paid	10 day letter mailed (10 days to pay before civil infraction issued)
1/2/2014	64 1/2 Westwood St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	44 Westwood St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	55 N. Norwood Ave.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	32 N. Norwood Ave.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	17 N. Norwood Ave.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	33 Rippon Ave.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	29 W. South St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	29 W. South St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	56 W. South St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	56 W. South St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	2 Reading Ave.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	21 E. South St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	72 E. South St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	74 E. South St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	22 Budlong St.	snow emergency parking tag	1/3/14	not moved, vehicle towed
1/2/2014	66 Budlong St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	6 E. Sharp St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	59 S. West St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	7 McCollum St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	58 S. Manning St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	161 N. Manning St.	snow emergency parking tag	1/2/14	violation corrected
1/2/2014	45 River St.	snow emergency parking tag	1/2/14	violation corrected
1/2/2014	14 Garden St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	31 Mead St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	133 Oak St.	snow emergency parking tag	1/3/14	violation corrected

1/2/2014	175 Oak St.	snow emergency parking tag	1/2/14	violation corrected
1/2/2014	43 Howder St.	snow emergency parking tag	1/2/14	violation corrected
1/2/2014	23 Howder St.	snow emergency parking tag	1/2/14	violation corrected
1/2/2014	17 Griswold St.	snow emergency parking tag	1/2/14	violation corrected
1/2/2014	36 Greenwood Ave.	snow emergency parking tag	1/3/14	violation corrected
1/2/2013	36 Greenwood Ave.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	145 Griswold St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	20 Ludlam St.	snow emergency parking tag	1/2/14	violation corrected
1/2/2014	15 Ludlam St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Monroe St. / Manning St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Monroe St. / Manning St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Hillsdale St. / River St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Garden St./ Mead St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	River St. / Hillsdale St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	River St. / Manning St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	River St. / West St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Union St./ Howder St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Fayette St. / Hillsdale St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Fayette St. / Hillsdale St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Oak St./ River St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Oak St./ River St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Oak St./ Howder St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Union St. / Fayette St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Union St. / Fayette St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Manning St. / Waldron St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Manning St. / Waldron St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	Manning St. / Waldron St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	West St. / North St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	West St. / North St.	snow emergency parking tag	1/3/14	violation corrected
1/2/2014	West St. / North St.	snow emergency parking tag	1/3/14	violation corrected

1/2/2014	McCullum St./ West St.	snow emergency parking tag	1/3/14	violation corrected
1/4/2014	67 N. Howell St.	improper parking, 3a-5a	2/3/14	citation paid
1/4/2014	126 Hillsdale St.	improper parking, 2a-6a	1/13/14	citation paid
1/5/2014	Mead St./ Union St.	snow emergency parking tag	1/6/14	violation corrected
1/5/2014	37 Mead St.	snow emergency parking tag	1/6/14	violation corrected
1/5/2014	43 Howder St.	snow emergency parking tag	1/6/14	violation corrected
1/5/2014	118 Oak St.	snow emergency parking tag	1/6/14	violation corrected
1/5/2014	Oak St./ River St.	snow emergency parking tag	1/6/14	violation corrected
1/6/2014	72 Oak St.	snow emergency parking	1/6/14	violation corrected
1/6/2014	36 Garden St.	snow emergency parking	1/6/14	violation corrected
1/6/2014	16 River St.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	18 River St.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	River St./ Manning St.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	187 Union St.	improper, snow emergency	1/7/14	violation corrected, citation NOT paid, 10 day letter mailed 1/28/14
1/6/2014	364 N. West St.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	36 E. South St.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	68 E. South St.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	68 E. South St.	improper, snow emergency	1/7/14	violation corrected, citation NOT paid, 10 day letter mailed 1/28/14
1/6/2014	Barry St./ Broad St.	improper, snow emergency	1/7/14	violation corrected
1/6/2014	86 S. Manning St.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	55 S. Norwood Ave.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	36 Highland Ave.	improper, snow emergency	1/7/14	violation corrected, citation paid
1/6/2014	Barry St./ alley VHE	snow emergency parking	1/6/14	violation corrected, citation paid
1/7/2014	59 S. West St.	improper, snow emergency	1/8/14	violation corrected, citation paid
1/11/2014	48 Oak St.	clear snow from sidewalk	1/11/14	violation corrected
1/11/2014	3 S. Broad St.	clear snow from sidewalk	1/11/14	violation corrected
1/11/2014	15 S. Broad St.	clear snow from sidewalk	1/11/14	violation corrected
1/11/2014	80 Hillsdale St.	clear snow from sidewalk	1/11/14	violation corrected
1/11/2014	11 Westwood St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	52 N. West St.	clear snow from sidewalk, DH	1/14/14	violation corrected
1/11/2014	8 S. Manning St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	39 Barry St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	35 Barry St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	126 S. West St.	clear snow from sidewalk, DH	1/13/14	violation corrected

1/11/2014	2 S. West St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	34 Vine St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	12 Vine St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	8 Vine St.	clear snow from sidewalk, DH	1/15/14	vacant property, TOT Assessing Department
1/11/2014	118 Oak St.	clear snow from sidewalk, DH	1/15/14	violation corrected
1/11/2014	51 Howder St.	clear snow from sidewalk, DH	1/15/14	violation corrected
1/11/2014	61 State St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	55 State St.	clear snow from sidewalk, DH	1/13/14	violation corrected
1/11/2014	17 Westwood St.	clear snow from sidewalk, DH	1/13/14	vacant property, TOT Assessing Department
1/11/2014	84 N. West St.	clear snow from sidewalk, DH	1/13/14	vacant property, TOT Assessing Department
1/11/2014	157 S. Manning St.	clear snow from sidewalk, DH	1/13/14	vacant property, TOT Assessing Department
1/11/2014	4 Rippon Ave.	clear snow from sidewalk, DH	1/13/14	vacant property, TOT Assessing Department
1/11/2014	8 Rippon Ave.	clear snow from sidewalk, DH	1/13/14	vacant property, TOT Assessing Department
1/11/2014	10 Rippon Ave.	clear snow from sidewalk, DH	1/13/14	vacant property, TOT Assessing Department
1/14/2014	22 W. St. Joe St.	clear snow from sidewalk, DH	1/15/14	vacant property, TOT Assessing Department
1/14/2014	200 S. Howell St.	clear snow from sidewalk, DH	1/16/14	violation corrected
1/18/2014	18 N. Howell St.	improper parking, 3a-5a	1/21/14	citation paid
1/18/2014	2 N. Howell St.	improper parking, 3a-5a	1/21/14	citation paid
1/19/2014	86 N. Howell St.	improper parking, 3a-5a	1/28/14	not paid, 10 day letter
1/19/2014	18 N. Howell St.	improper parking, 3a-5a	1/21/14	citation paid
1/19/2014	18 N. Howell St.	improper parking, 3a-5a	1/21/14	citation paid
1/21/2014	28 Vine St.	improper parking, wrong direction	1/21/14	citation paid
1/21/2014	Union St. / Carleton Rd.	snow emergency parking tag	1/21/14	violation corrected
1/23/2014	Hillsdale St. / College St.	improper parking, no pk zone	1/31/14	citation paid
1/24/2014	Howell St./ Bacon St.	improper parking,	1/29/14	citation paid
1/24/2014	Howell St./ Bacon St.	improper parking,	1/28/14	not paid, 10 day letter
1/24/2014	262 Union St.	improper parking, wrong direction	1/31/14	citation paid
1/27/2014	72 Budlong St.	improper, snow emergency	1/27/14	violation corrected, citation paid
1/27/2014	80 Budlong St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	96 Budlong St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Barry St. / West St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Rippon Ave./ Bacon St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Barry St. / Manning St.	improper, snow emergency	2/4/14	violation corrected, citation not paid, 10 day letter sent

1/27/2014	39 Barry St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	7 McCollum St.	improper, snow emergency	1/28/14	violation corrected
1/27/2014	12 Greenwood Ave.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Mead St./ Union St.	improper, snow emergency	1/28/14	violation corrected, citation paid
Jan-14	34 Mead St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	McCollum St./ West St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Manning St./ River St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Manning St./ River St.	improper, snow emergency	2/4/14	violation corrected, citation not paid, 10 day letter sent
1/27/2014	Manning St./ River St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Manning St./ River St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Manning St./ River St.	improper, snow emergency	2/4/14	violation corrected, citation not paid, 10 day letter sent
1/27/2014	Manning St./ Fayette St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Manning St./ River St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Manning St./ Fayette St.	improper, snow emergency	2/4/14	violation corrected, citation not paid, 10 day letter sent
1/27/2014	Manning St./ Fayette St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Manning St./ Fayette St.	improper, snow emergency	2/4/14	violation corrected, citation not paid, 10 day letter sent
1/27/2014	Manning St./ Fayette St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Manning St./ Fayette St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	34 Mead St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Fayette St./ Manning St.	improper, snow emergency	2/4/14	violation corrected, citation paid
1/27/2014	Fayette St./ Manning St.	improper, snow emergency	2/4/14	violation corrected, citation paid
1/27/2014	Manning St./ Fayette St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	Oak St./ Fayette St.	improper, snow emergency	2/4/14	violation corrected, citation not paid, 10 day letter sent
1/27/2014	17 Griswold St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/27/2014	156 Oak St.	improper, snow emergency	2/4/14	violation corrected, citation not paid, 10 day letter sent
1/27/2014	92 E. Fayette St.	improper, snow emergency	1/28/14	violation corrected, citation paid
1/28/2014	75 N. Howell St.	improper parking, 3a-5a	1/29/14	citation issued at vehicle owner request, plans to contest citation
1/28/2014	73 N. Howell St.	improper parking, 3a-5a	2/4/14	citation not paid, 10 day letter sent

1/31/2014	Hillsdale St. / College St.	improper, no parking zone	2/3/14	citation paid
1/31/2014	186 N. Manning st.	trash/garbage, sidewalk snow		
1/31/2014	Park St. / Galloway Dr.	improper, prohibited area	2/4/14	citation paid
1/31/2014	Park St. / Galloway Dr.	improper, prohibited area	2/4/14	citation paid
1/31/2014	Park St. / Galloway Dr.	improper, prohibited area	2/4/14	citation not paid, 10 day letter sent

City of Hillsdale

Agenda Item Summary

Meeting Date: **February 17, 2014**

Agenda Item #9: **Old Business A – Deputy Treasurer**

BACKGROUND:

As you will recall, at the last meeting Council confirmed the appointment of Katy Price as Deputy Treasurer with certain limitations imposed. Following that meeting, we learned that Ms. Price does not reside within the City. I then asked for the opinion of the City Attorney regarding Katy's eligibility to serve in that capacity. He provided the attached opinion.

RECOMMENDATION:

My recommendation is that Council follow the advice of its legal counsel which would require a revocation of the confirmation and a statement regarding his suggested method of handling the collection of taxes.

Linda Brown

From: Lewis Loren <lorenshirk@sbcglobal.net>
Sent: Tuesday, February 04, 2014 4:03 PM
To: Linda Brown
Cc: Scott Sessions
Subject: Deputy Treasurer Eligibility Issue

TO: Linda Brown, City Manager

You have asked my opinion regarding the eligibility of Katy Price to hold the office of deputy treasurer.

It is my understanding that this issue arose after Monday night's council meeting when you were informed that Katy Price is not a resident of the city. That information immediately raised a concern for you over the propriety of Ms. Price's appointment as deputy treasurer based on my previous comments to you regarding residency requirements as they applied to the office of city clerk and city treasurer. It is my opinion that your concern is well taken.

No person is eligible to hold elected office in the city unless that person is a qualified elector. Charter §5.1. Residents of the city having the qualification of electors in the State of Michigan are electors of the city. Charter §3.1. The term "qualified elector", as used in Michigan's election law means a person who possesses the qualifications of an elector as prescribed in section 1 of article II of the state constitution of 1963 and who has resided in the city or township 30 days. Section 1 of article II of the state constitution provides that a person who is a citizen of the United States, has attained the age of 21 years, resided in the state for six months, and who is a local resident of the city is a qualified elector.

The city clerk and the city treasurer have the right and authority to appoint their own deputies, subject to the written confirmation of the mayor and council. The appointed deputy possesses all the powers and authorities of their superior officers, except as limited. City Charter §4.17.

As to the appointment of Katy Price as the city's deputy treasurer, the Mayor and Council approved the appointment, but restricted her ability to act to accepting and receipting tax payments in the absence of the city's treasurer. Within those restrictions, Katy Price will be acting as the city's treasurer in Susan Arnold's absence, no matter the reason and no matter its duration. Following the end of the meeting at which the appointment was approved, I am of the understanding that it was discovered that Katy Price is not a local resident, as defined by law, in that she was not a resident for at least 30 days when the appointment was made. Because she was not a city resident, she was not a qualified elector.

Although there does not appear to be any statutes or case law on point, it would appear that in order for Katy Price to be eligible for appointment as deputy treasurer (a position wherein she can discharge some or all of the city treasurer's duties), she would first have to meet the same eligibility requirements to hold office as apply to the city treasurer. In other words, she would have to have been a qualified elector of the city.

According to the information provided to me, Katy Price does not and cannot meet the qualified elector requirement because she is not a city resident. As such she could not stand for election to the office of city treasurer. Because she is not eligible to hold the superior office she should not be able to assume the office of deputy treasurer and then discharge some or all of duties of the office of treasurer, whether in the absence of the elected city treasurer or otherwise. Accordingly the appointment should be rescinded.

While I am of the opinion that Katy Price is not eligible to hold the office of deputy treasurer, I am also of the opinion that she can accept tax payments, stamp them as to date and time received, and deposit them into the treasurer's mail box for processing and the issuance of a receipt. Section 4.13(b) of the City Charter provides that the city treasurer is charged with receiving "all money belonging to and receivable by the City that may be collected by *any officials or employees of the City including ... taxes ...* , and [the Treasurer] shall in all cases give a receipt therefor."

If you have further questions, please feel free to contact me. Thank you.

Lew Loren

City of Hillsdale

Agenda Item Summary

Meeting Date: February 17, 2014

Agenda Item #10: New Business A – Dial-A-Ride Funding (Resolution)

BACKGROUND: Each year the City of Hillsdale must submit an application to the State of Michigan Department of Transportation (MDOT) to fund our DART operations for the coming year. Attached is a resolution describing the anticipated costs for funding purposes. I have also attached a memo from Bonnie Tew which provides a breakdown of future revenues.

RECOMMENDATION: I recommend that Council adopt the attached Resolution indicating intent to provide public transportation services and apply for state financial assistance and appointing the City Manager as the Transportation Coordinator.

This begins the process of providing funding to continue the operation of Dial-A-Ride. As you can see from the Resolution, 16% of operational costs are anticipated in federal funds and 36.26% in state funds. The remaining operational costs will come from local sources, i.e. ticket sales and General Fund.

Memo

To: Linda Brown, City Manager
City Council

From: Bonnie Tew, Finance Director

Date: January 31, 2014

Subject: DART Funding Resolution

Each February the City of Hillsdale submits an application to the State of Michigan Department of Transportation (MDOT) to apply for financial assistance under Act 51 for public transportation known as Dial-A-Ride Transit (DART). Attached is the resolution of intent required by MDOT as part of the application process. The resolution outlines the anticipated balanced budget for the 2014-15 fiscal year of \$342,750 and projected funding sources. This budget is similar but not necessarily identical to the budget Council will approve in June as it covers a different fiscal year (October 1, 2014 – September 30, 2015). It is anticipated that we will receive 16% of operational costs from federal sources and 36.26% from the state. The remaining 47.74% will come from local sources (ticket sales and General Fund). This resolution also appoints Linda Brown, City Manager as the Transportation Coordinator.

I recommend that Council approve this resolution as presented at their next regularly scheduled meeting set for February 17, 2014.

CITY OF HILLSDALE, MICHIGAN

RESOLUTION NO. _____

RESOLUTION OF INTENT TO APPLY FOR STATE FORMULA OPERATING
ASSISTANCE FOR FISCAL YEAR 2014-2015 UNDER
ACT NO. 51 OF THE PUBLIC ACTS OF 1951,
AS AMENDED

WHEREAS, pursuant to Act No. 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the City of Hillsdale, to provide a local transportation program for the state fiscal year of 2014-2015 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the City of Hillsdale, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the 10e (18) accessibility plan amendment and performance indicators for this agency have been reviewed and approved by the Local Advisory Council; and

WHEREAS, the Local Advisory Council, has reviewed and approved the proposed balanced budget, and funding sources of estimated federal funds of \$54,840, estimated state funds of \$124,281, estimated farebox funds of \$50,000, estimated local funds of \$113,629, with total estimated expenses of \$342,750 for 2014-2015

NOW THEREFORE, be it resolved that the City Council does hereby make its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Linda Brown, City Manager, as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the Commission or department for its administration of Act 51 for 2014-15.

PASSED IN OPEN COUNCIL MEETING THIS 17th DAY OF FEBRUARY, 2014.

Scott M. Sessions, Mayor

ATTEST: _____
Robilyn Swisher, City Clerk