

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

June 3, 2013
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 Pro Tem Brian Watkins opened the meeting with the pledge of allegiance.

Roll Call

Motion by Councilperson Arnold, supported by Councilperson Sessions, to excuse the absences of Mayor Moon and Councilpersons Sullivan and Wolfram from the June 3, 2013 meeting.

All ayes

Motion carried.

Mayor Pro Tem Watkins called the meeting to order with the following Council members present: Mayor Pro Tem Brian Watkins representing Ward One; Council members Ruth Brown and Sally Kinney representing Ward Two; Council member Scott Sessions representing Ward Three; and Council members William Arnold and Mary Beth Bail representing Ward 4.

Also present were City Manager Linda Brown, Deputy City Clerk Michelle Loren, City Attorney Lew Loren, Bonnie Tew, Judy Buzo, Keith Richard, James Scheibner, Rick Rose, Matt Durr (Hillsdale Daily News), Eric Macy, Alexis Kozub, Pat O'Malley, Eldonna Bernath, Angel Beck, Shirley VanArsdalen, Pat Flannery, Dave Williams, and Aimee England.

Approval of Agenda

Mayor Pro Tem offered two additions to the agenda. Under Communications and Petitions, Eric Macy of the Hillsdale Rotary Club will address Council regarding the Sandy Beach Project and Aimee England of the Great American Parade will address Council regarding the Fourth of July parade and celebration.

City Manager Linda Brown asked that Unfinished Business A- Request to Proceed be added to the agenda.

Motion by Councilperson Arnold, supported by Councilperson Sessions, to approve the June 3, 2013 Agenda as amended.

All ayes.

Motion carried.

(7:03 p.m. Councilpersons Mary Wolfram of Ward 3 and Casey Sullivan of Ward 1 arrived.)

Public Comment

None

Consent Agenda

The items listed in the Consent Agenda are considered to be routine by the City Council and the City Manager and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Councilmember. In this event, the item will be removed from the Consent Agenda and Council action will be taken separately on said item.

- A. Approval of Bills from May 23, 2013: Claims of \$232,507.76; Payroll of \$87,648.84.
- B. Committee Reports (Pending Approval):
 - 1. TIFA Minutes of March 19, 2013, revised
- C. Council Minutes of May 20, 2013

Motion by Councilperson Sessions, supported by Councilperson Arnold, to approve the Consent agenda as presented. Roll call: Councilpersons Bail – yes; Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes; Mayor Pro Tem Watkins – yes; Wolfram – yes; Arnold – yes.

Approved 8-0.

Motion carried.

Communications

Eric Macy, Hillsdale Rotary President, invited Council to attend a celebration of the Sandy Beach project on June 15, 2013 at 10:30 a.m. at Sandy Beach.

Aimee England, 100 S. West St., informed Council of the current year's plans for the Great American Parade and celebration.

Introduction and Adoption of Ordinances/Public Hearings

None

Unfinished Business

- A. Local Streets Maintenance – Request to Proceed. City Manager Brown reported the, in a recent meeting with representatives from Fleis & Vandenbrink to discuss potential street construction projects, she had inquired about Charles Street from Sharp to Hallett Street. City Manager Brown stated she had been under the impression that Charles Street could not be reconstructed until Hallett Street was reconstructed allowing storm water to be taken to the Hallett Street and M-99 intersection. Although not an ideal situation, there is currently a storm drain which runs through private property. City Manager Brown found that the reconstruction can be done and the work can include installation of the storm drain from the low point of Charles Street south to Hallett Street and capped off until such time as Hallett is completed. City Manager Brown then asked for a preliminary engineering estimate for total reconstruction inclusive of storm sewer replacement. Total cost came to \$311,000 less \$67,925 to be paid by BPU (water main work and pro-rated design and contingency) with the City's balance to be \$243,075. City Manager Brown noted the amount necessary is available in the capital improvement budget from major and local street funds.

City Manager Brown requested Council authorize her to move forward with design and reconstruction of Charles Street and to authorize the Mayor and Clerk's signatures on the project authorization for the required engineering services.

Motion by Councilperson Sullivan, supported by Councilperson Arnold, to authorize the City Manager to move forward with design and reconstruction of Charles Street and to authorize the Mayor and Clerk's signatures on the project authorization for required engineering services. Roll call: Councilpersons Brown – yes; Kinney – yes; Session – yes; Sullivan – yes; Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes.

Approved 8-0.

Motion carried.

- B. Code Enforcement.

Old Business

None

New Business

- A. Award of Contract for New Columbarium. City Manager Linda Brown reported bids were recently solicited to manufacture and deliver an 84 niche columbarium for placement at Lakeview Cemetery; a purchase recommended by the Cemetery Board. One bid was received from Coldspring Memorial in the amount of \$15,441.00. City Manager Brown recommended Council accept the bid received from Coldspring Memorial and authorize the Mayor and Clerk's signatures on the contract.

FLEIS &
VANDENBRINK
DESIGN
CHARLES ST.
RECONSTRUCTION

LAKEVIEW
COLUMBARIUM
BID

Motion by Councilperson Brown, supported by Councilperson Sullivan, to accept the Coldspring Memorial in the amount of \$15,441.00 and authorize signatures by the Mayor and Clerk. Roll call: Councilpersons Kinney – yes; Session – yes; Sullivan – yes; Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes; Brown – yes.

Approved 8-0.

Motion carried.

- B. Approval of Good Faith Offer – Airport Expansion. City Manager Linda Brown reported that, at its May 6, 2013 meeting, Council preliminarily approved a Good Faith Offer for the purchase of property located adjacent to the airport pursuant to the airport layout plan as designed. Since that time, City Manager Brown has now received the Good Faith Offer of Just Compensation document from Attorney Yakima for final approval. City Manager Brown further stated that 5% of the City's share of the purchase has been included in the airport improvement fund and that all other funding will come from Federal sources.

*AIRPORT
EXPANSION
GOOD FAITH
OFFER*

Motion by Councilperson Kinney, supported by Councilperson Arnold, to make final approval of the Good Faith Offer and authorize the Mayor and Clerk's signatures on the closing documents. Roll call: Councilpersons Sessions – yes; Sullivan – yes; Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes; Brown – yes; Kinney – yes.

Approved 8-0.

Motion carried.

- C. Award Third Party Administrator Contract MSHDA Rental Rehab. City Manager Brown explained that the Michigan State Housing Development Authority Rental Rehabilitation incentive is designed to assist business owners in developing upper stories of downtown buildings making them ready for occupancy. The program is typically administered by a third party and administration costs are paid through the MSHDA grant. City Manager Brown went on to say that a Request for Qualifications was recently prepared for the purpose of soliciting interested firms for administering grants. This resulted in 2 forms providing qualifications to perform those services. Upon reviewing responses and interviewing two firms, it was decided to utilize the services of Revitalize, LLC. City Manager Brown recommended Council approve the hiring of Revitalize, LLC.

*MSHDA
RENTAL
REHAB
REVITALIZE,
LLC*

Motion by Councilperson Arnold, supported by Councilperson Sullivan, to approve the hiring of Revitalize, LLC and authorize the Mayor and Clerk's signatures on the contract. Roll call: Councilperson Sullivan – yes; Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes; Brown – yes; Kinney – yes; Sessions – yes.

Approved 8-0.

Motion carried.

- D. Closed Session Pursuant to P.A. 267 of 1976, Sec. 15.268, Sec. 8(c).

Motion by Councilperson Kinney, supported by Councilperson Arnold, to go into Closed Session pursuant to P.A. 267 of 1976, Sec. 15.268, Sec. 8(c). Roll call: Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes; Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes.

*CLOSED
SESSION*

Approved 8-0.

Motion carried.

Public Comment

None

Council Comment

Council person Wolfram updated Council regarding dates of upcoming events in the City and updated Council on the Buy Rite building.

Councilperson Sullivan noted a music/crawfish festival was coming to the Dark Horse Brewing Co. in Marshall.

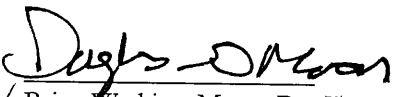
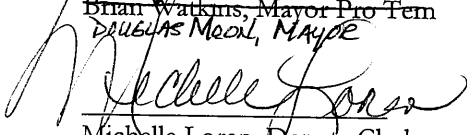
City Manager Brown gave an update regarding the properties at 55 and 72 S. Broad St.

Adjournment

Motion by Councilmember Arnold, seconded by Councilmember Sessions, to adjourn.

Motion carried.

8:12 p.m.


Brian Watkins, Mayor Pro Tem
Douglas Meacham, Mayor

Michelle Loren, Deputy Clerk