

CITY COUNCIL MINUTES

City of Hillsdale
October 17, 2016
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

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

Roll Call

Mayor Scott Sessions called the meeting to order.

Council Members present:	Scott M. Sessions, Mayor Adam Stockford, Ward 1 Timothy Dixon, Ward 2 William Morrissey, Ward 2 Bruce Sharp, Ward 3 William Zeiser, Ward 3 Patrick Flannery, Ward 4
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Council Members absent:	Brian Watkins, Ward 1 Matthew Bell, Ward 4
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Also present were: City Manager David Mackie, City Clerk Stephen M. French, City Attorney John Lovinger, City Attorney Tom Thompson, Kay Freese (HR), Scott Hephner (HCPD/HCFD), Jake Hammel (DPS), Mike Barber (BPU), Chris McArthur (BPU), Michelle Loren (Recreation), Bonnie Tew (Finance), Morgan Channels (Hillsdale College), Nic Rowan (Hillsdale Collegian), Richard Wunsch, Dennis Wainscott, and Penny Swan.

Council Member Excused

Mayor Sessions stated he had received notice from Council Member Bell and Council Member Watkins indicating they would not be able to attend the meeting due to work obligations.

Council Member Flannery, seconded by Council Member Dixon, moved to excuse the absence of Council Member Bell and Council Member Watkins from the meeting. By a voice vote, the motion passed unanimously.

Approval of Agenda

Council Member Stockford, seconded by Council Member Flannery, moved to approve the October 17, 2016 agenda as presented. By a voice vote, the motion carried unanimously.

Public Comment

No public comments were offered.

Consent Agenda

- A. Approval of Bills
 - 1. City Claims of October 6, 2016: \$476,125.90
 - 2. BPU Claims of October 7, 2016: \$61,314.09
 - 3. Payroll of October 6, 2016: \$94,048.37

- B. City Council Minutes – October 3, 2016
- C. Community Development Committee Minutes – September 26, 2016
- D. F.A.I.R. Committee Minutes – August 23, 2016 & September 8, 2016
- E. Quarterly Investment Report – October 2016
- F. Code Enforcement Report – September 2016
- G. Hillsdale Policy Group Monthly Report – September 2016

Council Member Flannery, seconded by Council Member Morrissey, moved to approve the Consent Agenda as presented.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

Communications/Petitions

A. Action Plan Update – Neighborhood Identity Survey

Chief Hephner reported the items included within the city's Action Plan were on-schedule through October 2016. Chief Hephner noted the quarterly meeting between Council, city staff, and board members needed to be scheduled as outlined in the Plan.

Recreation Director Loren presented a draft "Neighborhood Identity Survey" which was identified as a priority in the city's Action Plan. Ms. Loren stated the survey would be sent to city residents to determine how residents perceived their neighborhood and to determine changes or improvements that residents would like to have completed in their areas.

Council Member Flannery discussed the importance of having the survey reach city residents, not only those who are property owners or those who pay property taxes.

Recreation Director Loren then reviewed the staff recommendation to distribute the survey using Kubra, the company utilized by the BPU for utility billing services. Ms. Loren reported the cost would be approximately \$548.55 and responses could be returned with the BPU payments, or delivered directly to city offices.

Council Member Flannery, seconded by Council Member Sharp, moved to approve the neighborhood survey as submitted, and to distribute the survey utilizing the Kubra Company at an approximate cost of \$548.55.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

Introduction and Adoption of Ordinance/Public Hearing

- A. Ordinance No. 2016-06: An Ordinance to Authorize and Provide for the Construction of Improvements to the City Sewage Disposal System, to Provide for the Issuance of Sewage Disposal System Revenue Bonds of Equal Standing with the Sewage Disposal System Revenue Bonds Now Outstanding to Pay the Cost Thereof, to Provide for the Security of

the Bonds Herein Authorized, and to Provide for Other Matters Relative to Said Bonds

City Manager Mackie provided a brief review of the proposed ordinance, which would fund the second segment of capital improvements to the BPU's wastewater facility.

BPU Director Barber stated the funding would allow for the replacement of the tertiary filters, upgrades to the grid system, an emergency generator back-up system, miscellaneous pumps, and funding for the environmental cleanup at the site that was discovered in July 2016.

Responding to a question from Council Member Zeiser, BPU Director Barber stated the engineers would provide a 25-year certification of the improvements to the city upon the project's completion.

Council Member Morrissey, seconded by Council Member Flannery, moved to adopt Ordinance No. 2016-06.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

Unfinished Business

There was no Unfinished Business on the agenda.

Old Business

There was no Old Business on the agenda.

New Business

- A. Resolution 3297: Resolution to Make Conditional Award of Contract to Consumers Energy Company for Wastewater System Improvements

BPU Director Barber stated the sewer overflow in July 2015 resulted in close monitoring by the Michigan Department of Environmental Quality (DEQ) in regards to emergency power back-up to the wastewater facility during an electrical outage. Mr. Barber stated the proposed contract with Consumers Energy would allow the purchase and installation of a redundant, back-up power supply to the wastewater facility.

BPU Director Barber reported the utility had met with Consumers Energy in prior years to discuss the installation of a single generator that would provide emergency power to the entire facility. Mr. Barber stated the contract required Consumers Energy involvement due to the high-voltage switches, lines, and installation procedures that were necessary. Mr. Barber noted the project had recently been scaled-back and redesigned, which allowed for a significant savings in the project's cost.

Council Member Flannery, seconded by Council Member Dixon, moved to adopt Resolution No. 3297.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye

Council Member Stockford	Aye
Council Member Zeiser	Aye
Mayor Sessions	Aye

Motion passed 7-0.

- B. Resolution 3298: Resolution to Approve State Revolving Fund Agreements and Documents in Connection With Proposed Issuance of City Sewage Disposal System Revenue Bonds, Series 2016 to Evidence a State Revolving Fund Loan

Responding to a question from Council Member Morrissey, City Manager Mackie stated the city did not have a bond rating due to the city's size.

Council Member Flannery, seconded by Council Member Sharp, moved to adopt Resolution No. 3298.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

- C. Resolution 3299: Resolution to Make Conditional Approval of Change Order No. 2 and Change Order No. 3 to Contract with L.D. Docsa Associates, Inc. for Wastewater System Improvements

BPU Director Barber reported L.D. Docsa had agreed to maintain their 2015 bid pricing for the change orders that were authorized for the project. Mr. Barber stated it would be more cost effective for the city to approve the project add-ons using change orders, rather than rebidding the project additions.

Council Member Flannery, seconded by Council Member Sharp, moved to adopt Resolution No. 3299.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

- D. Approval of Equalization & Land Information Service Agreement with Hillsdale County

City Manager Mackie provided a brief review of the service contract offered by Hillsdale County regarding the assessment administration process. City Manager Mackie stated the renewal of the three-year contract would maintain the existing per-parcel cost to the City of Hillsdale.

Council Member Stockford asked if city staff could perform the duties that were listed within the contract.

City Clerk French stated the majority of the contract provisions involved updates to the GIS system, which could not currently be done by city staff. City Clerk French also reported city staff recommended Option 1 of the contract, as the city utilized a third-party vendor for the printing and distribution of the property tax bills.

Council Member Dixon, seconded by Council Member Flannery, moved to approve the Equalization & Land Information Service Agreement with Hillsdale County.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

E. Purchase of BPU Vector Pump Truck

BPU Director Barber stated a new Vector Pump Truck had been budgeted in FY2017 to replace a similar model that was originally purchased in 1999. Mr. Barber stated one bid had been received from Jack Doheny Supplies in the amount of \$383,282.00. Mr. Barber added the budget allotted \$285,000 for FYE 2017 in Capital Projects.

BPU Director Barber stated that with the bids coming in higher than anticipated, the current status of our water/sewer fund and the deteriorating operating condition of the existing equipment, he recommended Council approve the purchase of the equipment utilizing a five-year payment plan. Mr. Barber stated the annual cost would be \$80,855.63 at an interest rate of 2.74%.

BPU Director Barber stated the 1999 Vector truck would be transferred to the Public Services Department for their use.

Council Member Flannery, seconded by Council Member Dixon, moved to approve the purchase of a Vector Pump Truck from Jack Doheny Supplies utilizing a five-year payment plan at an annual cost of \$80,855.63 at an interest rate of 2.74%.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

F. Sale of Used 2010 Field Gymmy – BPU

BPU Director Barber stated the utility had agreed to sell all of the field equipment utilized for putting sludge into the ground at certain fields in the area. Mr. Barber stated the sales had been accomplished with the exception of the 2010 Field Gymmy. Mr. Barber reported the utility had received little or no interest for this equipment, except for a bid from Terry Wickenhiser in the amount of \$60,000. Mr. Barber stated the specificity of the equipment and the new regulations regarding the use of the gymmy, have reduced the demand and resale value of the equipment.

Responding to a question from Council Member Zeiser, BPU Director Barber stated BPU had initially paid \$185,000 for the piece of equipment.

Council Member Flannery, seconded by Council Member Stockford, moved to approve the sale of the 2010 Field Gymmy to Terry Wickenhiser in the amount of \$60,000.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

G. Sale of Used Police Patrol Vehicle

Chief Hephner reported the city had received five sealed bids for sale of the 2012 Dodge Charger patrol vehicle with the largest bid being from Bay Ridge Motors, Inc. in the amount of \$4,608.00. Chief Hephner noted, however, that a second bid had also been received from Bay Ridge Motors, Inc. in the amount of \$2,777.00, although the bids were submitted by two different people. Chief Hephner recommended Council approve the sale of the 2012 Dodge Charger to Bay Ridge Motors, Inc. in the amount of \$4,608.00, but also allow for the sale to the second highest bidder, Chicago Motors Inc., in the amount of \$4,207.00, in case the bid from Bay Ridge Motors was not honored.

Responding to a question from Council Member Zeiser, Chief Hephner stated any delivery costs would be incurred by the buyer.

Council Member Zeiser, seconded by Council Member Flannery, moved to approve the sale of the Police Patrol Vehicle to Bay Ridge Motors, Inc. in the amount of \$4,608.00, but also allow for the sale to the second highest bidder, Chicago Motors Inc., in the amount of \$4,207.00, in case the bid from Bay Ridge Motors was not honored.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

Miscellaneous

A. 2016 Leaf Collection Schedule

Mayor Sessions referenced the 2016 Leaf Collection Schedule that was included in the City Council packet for the meeting.

City Manager's Report

City Manager Mackie reported:

1. Michigan Governor Rick Snyder would be visiting the City of Hillsdale on Monday, October 24, 2016 to discuss the "Rising Tides Initiative."
2. A tour of the new BPU wastewater treatment plant would be held on Tuesday, November 8, 2016 at 6:00 p.m.
3. An employee meeting would be held on November 2, 2016 to present options and answer questions regarding the new health care coverage offered by Priority Health.

October 17, 2016

City Council Minutes

Responding to a question from Council Member Sharp, Public Services Director Hammel stated the State Street project remained on schedule and should be completed by mid-November 2016.

General Public Comment

Mr. Wainscott commended the efforts of DPS Director Hammel and his staff for the many road improvements that had been completed in recent weeks. Mr. Wainscott also reported the Hillsdale Justice Project would provide free transportation to the polls on Election Day.

Council Comments

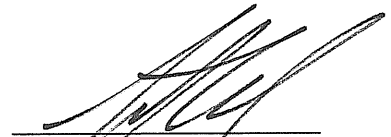
Mayor Sessions encouraged everyone to participate in the “Awesome Autumn” events scheduled for Tuesday, October 18, 2016 from 5-8 p.m.

Adjournment

Council Member Morrisey, seconded by Council Member Flannery, moved to adjourn the meeting. By a voice vote, the motion passed unanimously.

The meeting adjourned at 7:52 p.m.


Scott M. Sessions, Mayor


Stephen M. French, City Clerk