



City of Hillsdale

City Council Agenda

December 4, 2017
7:00 p.m.

City Council Chambers
97 N. Broad Street
Hillsdale, MI 49242

- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
 - A. Approval of Bills
 - 1. City Claims of November 16, 2017: \$125,038.85
 - 2. BPU Claims of November 16, 2017: \$258,361.19
 - 3. Payroll of November 16, 2017: \$166,996.88
 - B. City Council Minutes
 - 1. November 20, 2017 Regular Meeting
 - 2. November 28, 2017 Special Meeting
 - C. BPU Board Minutes of October 10, 2017
- VI. Communications/Petitions**
 - A. Paul W. Smith "Pure Michigan" Tour 2018
 - B. Fall Leaf Collection Report
 - C. Airport Capital Improvement Plan (ACIP)
- VII. Introduction and Adoption of Ordinance/Public Hearing**
- VIII. Unfinished Business**
- IX. Old Business**
 - A. Updated 425 Agreement with Fayette Township
 - B. Airport Hangar Appraisals and Purchase Agreements
- X. New Business**
- XI. Miscellaneous Reports**
 - A. Re-appointments of Ms. Donna LoPresto, Ms. Jean Porter, and Ms. Juli Yoder to the Election Commission
 - B. Appointment of Mr. Eric Swisher to the Planning Commission
 - C. Re-appointment of Mr. Ray Szarafinski to the Airport Advisory Committee (AAC)
 - D. Appointment of Mr. Ted Jansen to the Airport Advisory Committee (AAC)
 - E. Appointment of Ms. Penny Swan to the Zoning Board of Appeals

XII. City Manager's Report

XIII. General Public Comment

XIV. Council Comment

XV. Adjournment

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check <None>							
101-215.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	TONER - CLERK'S PRINTER	596143	11/22/17	112.67	
101-215.000-930.000	REPAIRS & MAINTENANCE	CURRENT OFFICE SOLUTI	SERVICE - CLERK'S PRINTER	290826	11/02/17	120.00	
101-265.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	107027	12/15/17	11.00	
101-441.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	107027	12/15/17	(3.25)	
271-790.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	107027	12/15/17	4.75	
588-588.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	107030	12/15/17	4.75	
Total For Check <None>						249.92	
Check 109							
101-000.000-228.003	DUE TO MMERS-RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	7,234.60	109
101-172.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	2,482.79	109
101-209.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	463.25	109
101-215.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	545.17	109
101-219.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	495.21	109
101-253.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	1.00	109
101-301.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	15,832.91	109
101-336.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	1,696.00	109
101-372.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	252.66	109
101-400.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	320.09	109
101-441.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	711.26	109
208-751.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	353.04	109
271-790.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	98.54	109
588-588.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	268.06	109
640-444.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	281.81	109
699-441.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00075178-14	11/20/17	874.20	109
Total For Check 109						31,910.59	
Check 110							
101-265.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	NOV 2017	12/15/17	60.56	110
101-336.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	NOV 2017	12/15/17	168.49	110
271-790.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	NOV 2017	12/15/17	204.09	110
588-588.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	NOV 2017	12/15/17	37.50	110
Total For Check 110						470.64	
Check 111							
101-441.000-801.000	CONTRACTUAL SERVICES	SPOK, INC	PAGER RENTAL - DPS	A7385433W	11/21/17	18.72	111
Total For Check 111						18.72	
Check 78292							
481-900.000-801.000	CONTRACTUAL SERVICES	STATE OF MICHIGAN	SALES TAX - AVIATION FUEL	OCT 2017	12/01/17	514.21	78292
Total For Check 78292						514.21	
Check 78293							
640-444.000-726.000	SUPPLIES	1ST AYD CORPORTATION	BRAKE CLEANER	PSI150138	11/24/17	222.48	78293
Total For Check 78293						222.48	
Check 78294							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	ADVANCE DIESEL SYSTEM	INJECTORS	Multiple	11/27/17	2,807.00	78294
Total For Check 78294						2,807.00	
Check 78295							
401-900.000-975.056	WEBSITE REDESIGN	AHA CONSULTING, INC	WEBSITE CONSULTATION	436	12/02/17	3,000.00	78295
Total For Check 78295						3,000.00	
Check 78296							

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78296							
101-000.000-228.013	DUE TO ALLERUS - DC CONT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	11/15/17	12/15/17	475.73	78296
101-295.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	11/15/17	12/15/17	68.51	78296
101-301.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	11/15/17	12/15/17	63.72	78296
271-790.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	11/15/17	12/15/17	143.08	78296
699-441.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	11/15/17	12/15/17	64.48	78296
Total For Check 78296						815.52	
Check 78297							
101-265.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	ZONE VALVE, BOILER RELIEF	Multiple	11/30/17	304.35	78297
Total For Check 78297						304.35	
Check 78298							
208-000.000-653.001	YOUTH PROGRAM FEES	SHAY ARNOLD	YOUTH BASKETBALL REIMBURSEMENT (2)	REIMBURSE	11/16/17	100.00	78298
Total For Check 78298						100.00	
Check 78299							
101-441.000-801.000	CONTRACTUAL SERVICES	ARROW SWIFT PRINTING	TIME SHEETS	144049	11/30/17	196.25	78299
Total For Check 78299						196.25	
Check 78300							
588-588.000-925.000	TELEPHONE	AT&T LONG DISTANCE	MONTHLY LONG DISTANCE - DART	829553719 OCT 2	12/04/17	52.61	78300
Total For Check 78300						52.61	
Check 78301							
101-295.000-930.000	REPAIRS & MAINTENANCE	AVFUEL CORP	PASTE WATER FINDING	010123938	10/30/17	8.47	78301
Total For Check 78301						8.47	
Check 78302							
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	ADULT BOOKS NOVEMBER	2033272784	12/01/17	762.46	78302
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	CHILDREN'S BOOKS	Multiple	11/30/17	176.66	78302
Total For Check 78302						939.12	
Check 78303							
208-751.000-801.000	CONTRACTUAL SERVICES	BAMA FOUR, LLC\SUD-Z	2017 FOOTBALL UNIFORM CLEANING	1811	12/02/17	172.90	78303
Total For Check 78303						172.90	
Check 78304							
203-460.000-726.000	SUPPLIES	BECKER & SCRIVENS	CONCRETE	76399	11/10/17	27.00	78304
Total For Check 78304						27.00	
Check 78305							
101-172.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0002	11/28/17	55.20	78305
101-215.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0002	11/28/17	123.35	78305
101-219.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0002	11/28/17	55.20	78305
101-295.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0002	11/28/17	55.20	78305
101-301.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	Multiple	11/28/17	966.89	78305
101-336.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0001	11/28/17	164.02	78305
101-400.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0002	11/28/17	95.75	78305
101-441.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0002	11/28/17	150.95	78305
208-751.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0002	11/28/17	55.20	78305
271-790.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	DEC 2017 0002	11/28/17	123.35	78305
588-588.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	Multiple	11/28/17	154.36	78305
640-444.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	Multiple	11/28/17	113.52	78305
699-441.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	Multiple	11/28/17	445.66	78305

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78305							
Total For Check 78305						2,558.65	
Check 78306							
101-266.000-801.000	CONTRACTUAL SERVICES	BOARD OF PUBLIC UTILI	STREET LIGHT MAINT	17-0000171	12/08/17	47.19	78306
202-460.500-801.000	CONTRACTUAL SERVICES	BOARD OF PUBLIC UTILI	STREET LIGHT MAINT	17-0000171	12/08/17	23.60	78306
203-460.000-801.000	CONTRACTUAL SERVICES	BOARD OF PUBLIC UTILI	STREET LIGHT MAINT	17-0000171	12/08/17	49.36	78306
247-900.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	KEEFER HOTEL UTILITIES	OCT 2017	11/27/17	86.00	78306
Total For Check 78306						206.15	
Check 78307							
101-265.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	EXTRA MOWING IN OCTOBER 2017	OCT 18 - OCT 25	12/13/17	70.00	78307
101-266.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	EXTRA MOWING IN OCTOBER 2017	OCT 18 - OCT 25	12/13/17	75.00	78307
101-441.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	EXTRA MOWING IN OCTOBER 2017	OCT 18 - OCT 25	12/13/17	30.00	78307
101-756.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	EXTRA MOWING IN OCTOBER 2017	OCT 18 - OCT 25	12/13/17	1,750.00	78307
202-460.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	EXTRA MOWING IN OCTOBER 2017	OCT 18 - OCT 25	12/13/17	161.52	78307
202-460.500-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	EXTRA MOWING IN OCTOBER 2017	OCT 18 - OCT 25	12/13/17	46.17	78307
203-460.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	EXTRA MOWING IN OCTOBER 2017	OCT 18 - OCT 25	12/13/17	92.31	78307
588-588.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	EXTRA MOWING IN OCTOBER 2017	OCT 18 - OCT 25	12/13/17	120.00	78307
Total For Check 78307						2,345.00	
Check 78308							
101-172.000-801.000	CONTRACTUAL SERVICES	BS&A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES	114804	11/30/17	790.00	78308
101-219.000-801.000	CONTRACTUAL SERVICES	BS&A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES	114804	11/30/17	315.00	78308
101-400.000-801.000	CONTRACTUAL SERVICES	BS&A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES	Multiple	11/30/17	0.00	78308
101-441.000-801.000	CONTRACTUAL SERVICES	BS&A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES	114804	11/30/17	474.00	78308
Total For Check 78308						1,579.00	
Check 78309							
101-441.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	CLEANING PRODUCTS & DISPENSER	351776232	12/10/17	32.79	78309
Total For Check 78309						32.79	
Check 78310							
588-000.000-651.000	USE AND ADMISSION FEES	BILLIE JO CORTWRIGHT	DART PREPAID FARES UNUSED	REFUND	11/16/17	71.00	78310
Total For Check 78310						71.00	
Check 78311							
101-174.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	291392	11/17/17	82.15	78311
101-209.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	PAPER/TISSUE/CLEANER/PENS	445139	11/14/17	73.56	78311
101-209.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	291392	11/17/17	44.44	78311
101-215.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	291392	11/17/17	223.43	78311
101-253.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	STAMP PAD REFILLS/DATE STAMP	595670	11/18/17	73.64	78311
101-301.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	291392	11/17/17	8.36	78311
101-301.000-930.000	REPAIRS & MAINTENANCE	CURRENT OFFICE SOLUTI	SERVICE REPAIR - CLEANED & TESTED	291145	11/16/17	125.00	78311
101-372.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	291392	11/17/17	1.99	78311
101-400.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	291392	11/17/17	1.99	78311
101-441.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	291392	11/17/17	102.18	78311
208-751.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	291392	11/17/17	102.11	78311
271-790.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	NAME TAG	Multiple	11/17/17	127.85	78311
271-790.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE	Multiple	11/22/17	347.60	78311
Total For Check 78311						1,314.30	
Check 78312							
208-751.000-726.000	SUPPLIES	CUSTOM PRINTING & DES	YOUTH FOOTBALL END OF SEASON T-SHI	1258	11/05/17	647.50	78312
Total For Check 78312						647.50	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78313 271-790.000-726.000	SUPPLIES	DEMCO, INC	SUPPLIES	6248376	12/03/17	258.10	78313
			Total For Check 78313			<u>258.10</u>	
Check 78314 408-751.000-801.000	CONTRACTUAL SERVICES	DO-RITE MASONARY	INSTALLATION OF DRINKING FOUNTAIN	FOD WORK	12/07/17	1,560.00	78314
			Total For Check 78314			<u>1,560.00</u>	
Check 78315 101-265.000-801.000 101-336.000-930.000	CONTRACTUAL SERVICES REPAIRS & MAINTENANCE	THE DOOR MAN THE DOOR MAN	OVER HEAD DOOR OPENER/REMOTES/RECE SERVICE CALL - REPAIR TO DOOR #1 -	Multiple 11/13/17	12/04/17 12/13/17	1,390.00 275.00	78315 78315
			Total For Check 78315			<u>1,665.00</u>	
Check 78316 101-265.000-801.000	CONTRACTUAL SERVICES	EAST 2 WEST ENTERPRIS	MONTHLY CLEANING - DISPATCH	7423	12/01/17	40.00	78316
			Total For Check 78316			<u>40.00</u>	
Check 78317 101-253.000-964.000	REFUNDS AND REBATES	FAYETTE TOWNSHIP TREA	425 AGREEMENT - TAX DISBURSEMENT	2017 TAX YEAR	12/01/17	22,243.61	78317
			Total For Check 78317			<u>22,243.61</u>	
Check 78318 101-301.000-742.000 101-336.000-742.000	CLOTHING / UNIFORMS CLOTHING / UNIFORMS	GALL'S, INC GALL'S, INC	L/S SHIRT S. HEPHNER PANTS/S. MCDOWELL	008626503 008655927	12/02/17 12/07/17	59.81 54.52	78318 78318
			Total For Check 78318			<u>114.33</u>	
Check 78319 101-295.000-930.000 202-490.000-726.000 640-444.000-730.000	REPAIRS & MAINTENANCE SUPPLIES VEH./EQUIP. MAINT. SUPPL	GELZER & SON INC GELZER & SON INC GELZER & SON INC	12OZ PUMP OILER FASTENERS BOLTS,	Multiple C263891 C262940	12/10/17 12/10/17 12/01/17	29.65 23.99 3.50	78319 78319 78319
			Total For Check 78319			<u>57.14</u>	
Check 78320 202-450.000-726.000 203-450.000-726.000	SUPPLIES SUPPLIES	GERKEN MATERIAL, INC GERKEN MATERIAL, INC	TYPE 1 MIX - HOT MIX TYPE 1 MIX - HOT MIX	137157 137157	11/21/17 11/21/17	148.50 487.08	78320 78320
			Total For Check 78320			<u>635.58</u>	
Check 78321 640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	GODFREY BROTHERS, INC	ANTI FREEZE	S35000	12/01/17	34.51	78321
			Total For Check 78321			<u>34.51</u>	
Check 78322 101-336.000-930.000	REPAIRS & MAINTENANCE	GRIFFITHS MECHANICAL	SERVICE CALL - FURNACE NOT TURNING	49480	11/02/17	125.00	78322
			Total For Check 78322			<u>125.00</u>	
Check 78323 101-265.000-801.000	CONTRACTUAL SERVICES	CAROL HAWKES	CITY HALL CLEANING SERVICE	1259	11/02/17	633.00	78323
			Total For Check 78323			<u>633.00</u>	
Check 78324 101-265.000-957.000	PROPERTY TAXES	HILLSDALE CO TREASURE	CITY AT LARGE SPECIAL ASSESSMENTS	2017	12/01/17	759.64	78324
			Total For Check 78324			<u>759.64</u>	
Check 78325 101-101.000-801.000 101-400.000-801.000	CONTRACTUAL SERVICES CONTRACTUAL SERVICES	HILLSDALE MEDIA GROUP HILLSDALE MEDIA GROUP	PUBLIC NOTICE PUBLIC HEARING NOTICE	300045067 Multiple	11/26/17 11/26/17	80.25 160.50	78325 78325

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78325							
101-400.000-905.000	PUBLISHING / NOTICES	HILLSDALE MEDIA GROUP	PUBLIC NOTICE - ZBA	Multiple	11/26/17	160.50	78325
101-441.000-905.000	PUBLISHING / NOTICES	HILLSDALE MEDIA GROUP	2017 LEAF COLLECTION AD #1	Multiple	11/26/17	233.55	78325
						634.80	
Total For Check 78325							
Check 78326							
101-253.000-964.000	REFUNDS AND REBATES	HILLSDALE TOWNSHIP TR	425 AGREEMENT - TAX DISBURSEMENT	2017 TAX YEAR	12/01/17	7,171.28	78326
						7,171.28	
Total For Check 78326							
Check 78327							
101-756.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	STOCKS PARK IRRIGATION LINES	Multiple	12/08/17	3,005.00	78327
409-756.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	STOCKS PARK IRRIGATION LINES	11082017CH	12/08/17	1,050.00	78327
						4,055.00	
Total For Check 78327							
Check 78328							
401-900.000-975.018	MILLPOND DAM REPAIRS	JENKINS ENGINEERING,	REFRESH PLANS FOR MILL POND DAM	015	12/07/17	850.00	78328
						850.00	
Total For Check 78328							
Check 78329							
101-276.000-801.000	CONTRACTUAL SERVICES	LAPEW SANITATION SERV	PORTABLE RESTROOM RENTAL	3271	12/01/17	60.00	78329
101-756.000-801.000	CONTRACTUAL SERVICES	LAPEW SANITATION SERV	PORTABLE RESTROOM RENTAL	3271	12/01/17	120.00	78329
						180.00	
Total For Check 78329							
Check 78330							
640-444.000-955.588	MISC. - CDL LICENSING/TE	LINDSAY LEDYARD	MDOT PHYSICAL	REIMBURSE	11/16/17	135.00	78330
						135.00	
Total For Check 78330							
Check 78331							
101-336.000-801.000	CONTRACTUAL SERVICES	LINDE	OXYGEN CYLINDERS SHIPPED (3 CYLIND	57314621	11/26/17	62.95	78331
						62.95	
Total For Check 78331							
Check 78332							
101-175.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON,	LEGAL FEES	OCT 2017	11/30/17	3,075.00	78332
247-900.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON,	DAWN THEATER REHABILITATION- ATTY	OCT 2017	11/30/17	1,155.00	78332
						4,230.00	
Total For Check 78332							
Check 78333							
101-276.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10.29.2017	Multiple	11/02/17	505.39	78333
101-441.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/29/2017	Multiple	11/03/17	453.31	78333
101-756.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10.29.2017	Multiple	11/02/17	414.25	78333
202-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 11/05/2017	40004076	11/08/17	66.28	78333
202-460.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10.29.2017	Multiple	11/02/17	787.08	78333
202-460.500-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10.29.2017	Multiple	11/02/17	57.99	78333
203-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 11/05/2017	40004076	11/08/17	115.99	78333
203-460.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10.29.2017	Multiple	11/02/17	1,367.03	78333
203-470.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10.29.2017	40003620	11/02/17	82.85	78333
203-490.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10.29.2017	40003620	11/02/17	66.27	78333
						3,916.44	
Total For Check 78333							
Check 78334							
101-336.000-726.000	SUPPLIES	MARKET HOUSE	WATER/TOLIET CLEANER/DISH SOAP/TOL	107838	12/11/17	41.57	78334
408-751.000-726.006	CONCESSION SUPPLIES	MARKET HOUSE	CONCESSIONS SUPPLIES - FIELDS OF D	106466	08/19/17	67.53	78334
640-444.000-801.000	CONTRACTUAL SERVICES	MARKET HOUSE	UPS SHIPPING - ADVANCE DIESEL	107817	12/01/17	25.57	78334
						134.67	
Total For Check 78334							
Check 78335							

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78335 481-900.000-801.481	CONTRACTUAL SERV- AIRPOR	MICH DEPT OF TRANSPOR	AIRPORT WEATHER OBS DATA SYSTEM	591-8179696	10/27/17	909.88	78335
			Total For Check 78335			909.88	
Check 78336 208-751.000-810.000	DUES AND SUBSCRIPTIONS	MICH REC & PARK. ASSO	2018 ANNUAL MEMBERSHIP FEE	8009	12/30/17	430.00	78336
			Total For Check 78336			430.00	
Check 78337 588-588.000-850.000	INSURANCE	MICH TRANSIT POOL	DIRECT PROPERTY DAMAGE TRUST FUND	Multiple	11/30/17	8,848.08	78337
			Total For Check 78337			8,848.08	
Check 78338 101-441.000-955.588	MISC. - CDL LICENSING/TE	JEFFREY NOWAK	DOT EXAM	REIMBURSE	11/16/17	70.00	78338
			Total For Check 78338			70.00	
Check 78339 271-792.000-726.000	SUPPLIES	OTSEGO DISTRICT LIBRA	SUPPLIES: CHILDREN'S	FERDIINAND FIES	11/20/17	75.00	78339
			Total For Check 78339			75.00	
Check 78340 640-444.000-801.301	POLICE VEHICLE REPAIR	PARNEY'S CAR CARE	OIL CHANGE - UNIT 2-5 (16 EXPLORER	61773	11/22/17	32.45	78340
			Total For Check 78340			32.45	
Check 78341 101-301.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	3V LITHIUM BATTERIES/RAGS IN A BOX	1231979	12/13/17	13.19	78341
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	3V LITHIUM BATTERIES/RAGS IN A BOX	1231979	12/13/17	13.19	78341
101-336.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	CAR WASH	Multiple	12/08/17	9.98	78341
588-588.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	12 V BATTERIES	1230789	11/30/17	141.79	78341
640-444.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	CARB CLEANER	1230901	12/01/17	6.72	78341
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	PEAK RV A/F	Multiple	11/30/17	827.38	78341
			Total For Check 78341			1,012.25	
Check 78342 588-588.000-801.000	CONTRACTUAL SERVICES	PHAT JAXX AUTOMOTIVE	SCAN (ENG LIGHT ON)	22656	12/07/17	73.00	78342
			Total For Check 78342			73.00	
Check 78343 101-219.000-726.000	SUPPLIES	PRINTING SYSTEMS, INC	A/P CHECKS 1000	101888	12/01/17	179.81	78343
			Total For Check 78343			179.81	
Check 78344 640-444.000-801.000	CONTRACTUAL SERVICES	PURITY CYLINDER GASES	CYLINDER RENTAL	00418567	11/30/17	44.88	78344
			Total For Check 78344			44.88	
Check 78345 271-790.000-982.000	BOOKS	RANDOM HOUSE, INC.	AUDIO BOOKS	Multiple	12/07/17	517.50	78345
			Total For Check 78345			517.50	
Check 78346 101-336.000-861.000	TRAINING & SEMINARS	READING EMERGENCY UNI	CONTINUING EDUCATION CLASSES - OB/	Multiple	12/06/17	140.00	78346
			Total For Check 78346			140.00	
Check 78347 101-295.000-801.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES OF	MONTHLY DUMPSTER RENTAL - AIRPORT	0249-005718752.	11/14/17	162.40	78347
101-441.000-801.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES OF	4 YARD DUMPSTER - DPS	0249-005718789	11/14/17	237.31	78347

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Check 78347							
Total For Check 78347						399.71	
Check 78348							
101-295.000-920.000	UTILITIES	SPRATT'S	LP GAS DELIVERY - AIRPORT	42214	11/18/17	110.81	78348
640-444.000-726.000	SUPPLIES	SPRATT'S	LP GAS	157972	12/10/17	10.00	78348
Total For Check 78348						120.81	
Check 78349							
633-000.000-111.000	INVENTORY - MAT. AND SUP	SPRINGVALLEY TRUCKING	22 A GRAVEL	5348	11/01/17	476.44	78349
Total For Check 78349						476.44	
Check 78350							
101-209.000-810.000	DUES AND SUBSCRIPTIONS	STATE OF MICHIGAN	ASSESSING DEPARTMENT CERTIFICATION	Multiple	12/31/17	275.00	78350
101-253.000-810.000	DUES AND SUBSCRIPTIONS	STATE OF MICHIGAN	MCAT CERTIFICATION RENEWAL	T-1880	12/31/17	50.00	78350
Total For Check 78350						325.00	
Check 78351							
202-470.000-801.000	CONTRACTUAL SERVICES	DAVID STIDHAM	TREE & STUMP REMOVAL	9 S WEST	11/16/17	850.00	78351
Total For Check 78351						850.00	
Check 78352							
208-751.000-726.000	SUPPLIES	TEAM SPORTS, INC	BASKETBALLS - K-6TH GRADE PROGRAMS	862488	12/06/17	347.76	78352
Total For Check 78352						347.76	
Check 78353							
101-265.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	Multiple	12/07/17	31.02	78353
101-336.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL LINEN SERVICE	154 0010602	12/14/17	23.50	78353
101-441.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS & UNIFORMS - DPS	Multiple	11/30/17	75.14	78353
101-441.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS & UNIFORMS - DPS	Multiple	11/30/17	41.40	78353
271-790.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT SERVICE - LIBRARY	154 0008344	11/16/17	31.87	78353
588-588.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT SERVICE - DART	154 0010859	12/16/17	36.23	78353
640-444.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS & UNIFORMS - DPS	Multiple	11/30/17	26.32	78353
640-444.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS & UNIFORMS - DPS	Multiple	11/30/17	54.42	78353
Total For Check 78353						319.90	
Check 78354							
101-265.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/29/2017	4841	11/30/17	28.50	78354
101-276.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/29/2017	4841	11/30/17	49.88	78354
101-441.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/29/2017	4841	11/30/17	21.38	78354
101-756.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/29/2017	4841	11/30/17	277.88	78354
202-460.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/29/2017	4841	11/30/17	57.00	78354
203-460.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/29/2017	4841	11/30/17	14.25	78354
588-588.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/29/2017	4841	11/30/17	7.11	78354
Total For Check 78354						456.00	
Check 78355							
101-301.000-801.000	CONTRACTUAL SERVICES	VERIZON WIRELESS	NETWORK ACCESS FEE FOR IN-CAR MOBI	9795512687	11/23/17	160.04	78355
Total For Check 78355						160.04	
Check 78356							
101-172.000-861.000	TRAINING & SEMINARS	VISA	MGFOA REGISTRATION/MEMBERSHIP	OCT 2017	11/21/17	120.00	78356
101-172.000-862.000	LODGING AND MEALS	VISA	MEAL - TOWNLEY SETTLEMENT	OCT 2017	11/21/17	8.47	78356
101-191.000-726.000	SUPPLIES	VISA	ELECTIONS POSTAGE 09/27 - 10/27/20	OCT 2017	11/21/17	42.00	78356
101-209.000-734.000	POSTAGE	VISA	ASSESSING POSTAGE 9/27/17 - 10/27/	OCT 2017	11/21/17	263.92	78356
101-209.000-862.000	LODGING AND MEALS	VISA	KATY - MI CERTIFIED ASSESSING TECH	OCT 2017	11/21/17	220.32	78356

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Check 78356							
101-215.000-734.000	POSTAGE	VISA	ELEVATOR PERMIT/DEPARTMENTAL POSTA	OCT 2017	11/21/17	85.09	78356
101-219.000-810.000	DUES AND SUBSCRIPTIONS	VISA	MGFOA REGISTRATION/MEMBERSHIP	OCT 2017	11/21/17	120.00	78356
101-253.000-734.000	POSTAGE	VISA	POSTAGE - CERTIFIED MAIL/POSTCARD	OCT 2017	11/26/17	148.13	78356
101-265.000-801.000	CONTRACTUAL SERVICES	VISA	ELEVATOR PERMIT/DEPARTMENTAL POSTA	OCT 2017	11/21/17	185.00	78356
101-265.000-930.000	REPAIRS & MAINTENANCE	VISA	AMAZON PURCH-BATTERIES/MIRROR/AV C	OCT 2017	11/21/17	93.80	78356
101-301.000-742.000	CLOTHING / UNIFORMS	VISA	CENTER MASS PURCHASE	OCT 2017	11/21/17	55.63	78356
101-441.000-726.000	SUPPLIES	VISA	AMAZON PURCH-BATTERIES/MIRROR/AV C	OCT 2017	11/21/17	127.29	78356
271-790.000-750.000	PERIODICALS / MAGAZINES	VISA	SUBSCRIPTION TO GRANT STATION	OCT 2017	11/21/17	99.00	78356
271-790.000-860.000	TRANSPORTATION AND MILEA	VISA	PARKING/MEALS MLA CONFERENCE	OCT 2017	11/21/17	9.00	78356
271-790.000-861.000	TRAINING & SEMINARS	VISA	PLA CONFERENCE REGISTRATION	OCT 2017	11/21/17	280.00	78356
271-790.000-862.000	LODGING AND MEALS	VISA	PARKING/MEALS MLA CONFERENCE	OCT 2017	11/21/17	30.96	78356
271-792.000-726.000	SUPPLIES	VISA	OPEN HOUSE SUPPLIES PUMPKINS	OCT 2017	11/21/17	102.14	78356
409-756.000-726.000	SUPPLIES	VISA	POSTAGE 2017 DONOR LETTER - MRS ST	OCT 2017	11/21/17	196.00	78356
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	VISA	MOTOR/REPAIR PLAN	OCT 2017	11/21/17	580.24	78356
Total For Check 78356						2,766.99	
Check 78358							
101-336.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	OCTOBER 2017 FLEET FUEL	OCT 2017	11/30/17	356.31	78358
588-588.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	OCTOBER 2017 FLEET FUEL	OCT 2017	11/30/17	1,547.12	78358
640-444.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	OCTOBER 2017 FLEET FUEL	OCT 2017	11/30/17	2,556.11	78358
640-444.000-740.301	FUEL AND LUBRICANTS-POLI	WATKINS OIL COMPANY	OCTOBER 2017 FLEET FUEL	OCT 2017	11/30/17	1,736.59	78358
Total For Check 78358						6,196.13	
Check 78359							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	WELLS EQUIPMENT SALES	DIMMER SWITCH	IN48309	12/09/17	80.00	78359
Total For Check 78359						80.00	
Check 78360							
101-336.000-930.000	REPAIRS & MAINTENANCE	WHITES WELDING SERVIC	WELDED ALUMINUM SKID PLATE ON ENGI	83274	10/15/17	50.00	78360
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	WHITES WELDING SERVIC	EXPANDED STEEL	Multiple	11/30/17	97.00	78360
Total For Check 78360						147.00	

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			Fund Totals:				
			Fund 101 GENERAL FUND			82,627.61	
			Fund 202 MAJOR ST./TRUNKLINE FUND			2,222.13	
			Fund 203 LOCAL ST. FUND			2,302.14	
			Fund 208 RECREATION FUND			2,208.51	
			Fund 247 TAX INCREMENT FINANCE ATH.			1,241.00	
			Fund 271 LIBRARY FUND			3,391.95	
			Fund 401 CAPITAL IMPROVEMENT FUND			3,850.00	
			Fund 408 FIELDS OF DREAMS			1,627.53	
			Fund 409 STOCK'S PARK			1,246.00	
			Fund 481 AIRPORT IMPROVEMENT FUND			1,424.09	
			Fund 588 DIAL-A-RIDE FUND			11,361.61	
			Fund 633 PUBLIC SERVICES INV. FUND			476.44	
			Fund 640 REVOLVING MOBILE EQUIP. FUN			9,675.50	
			Fund 699 DPS LEAVE AND BENEFITS FUND			1,384.34	
			Total For All Funds:			<hr/>	
						125,038.85	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68591							
582-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816021	11/16/17	75.00	68591
590-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816021	11/16/17	37.50	68591
591-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816021	11/16/17	37.50	68591
Total For Check 68591						150.00	
Check 68592							
582-175.000-810.000	DUES AND SUBSCRIPTIONS	ACD	MONTHLY FIBER LEASE	42187-117	11/16/17	404.00	68592
Total For Check 68592						404.00	
Check 68593							
582-000.000-040.000	ACCOUNTS RECEIVABLE	ADAMS, RICHARD L	UB refund for account: 021500	11/16/2017	11/16/17	7.81	68593
590-000.000-040.000	ACCOUNTS RECEIVABLE	ADAMS, RICHARD L	UB refund for account: 021500	11/16/2017	11/16/17	3.42	68593
591-000.000-040.000	ACCOUNTS RECEIVABLE	ADAMS, RICHARD L	UB refund for account: 021500	11/16/2017	11/16/17	2.93	68593
Total For Check 68593						14.16	
Check 68594							
582-175.000-801.200	COMPUTER	AHA CONSULTING, INC	WEBSITE BASE FEATURES- INITIAL PAY	00000436	11/16/17	1,500.00	68594
590-175.000-801.200	COMPUTER	AHA CONSULTING, INC	WEBSITE BASE FEATURES- INITIAL PAY	00000436	11/16/17	750.00	68594
591-175.000-801.200	COMPUTER	AHA CONSULTING, INC	WEBSITE BASE FEATURES- INITIAL PAY	00000436	11/16/17	750.00	68594
Total For Check 68594						3,000.00	
Check 68595							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	AMERICAN COPPER AND B	PIPING SUPPLIES FOR ENGINE UPGRADE	Multiple	11/16/17	33.00	68595
582-544.000-726.800	SUPPLIES - OPERATIONS	AMERICAN COPPER AND B	MISC CONNECTOR	17INV048528	11/16/17	2.83	68595
590-175.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	WWTP REPLACEMENT LIGHTS, MISC., WA	17INV049477	11/16/17	268.04	68595
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	WWTP REPLACEMENT LIGHTS, MISC., WA	Multiple	11/16/17	50.49	68595
591-544.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	WWTP REPLACEMENT LIGHTS, MISC., WA	Multiple	11/16/17	39.06	68595
Total For Check 68595						393.42	
Check 68596							
582-175.000-726.200	OFFICE SUPPLIES	ARROW SWIFT PRINTING	ENVELOPES	144075	11/16/17	224.00	68596
590-175.000-726.200	OFFICE SUPPLIES	ARROW SWIFT PRINTING	ENVELOPES	144075	11/16/17	112.00	68596
591-175.000-726.200	OFFICE SUPPLIES	ARROW SWIFT PRINTING	ENVELOPES	144075	11/16/17	112.00	68596
Total For Check 68596						448.00	
Check 68597							
582-000.000-084.101	DUE FROM GENERAL FUND	AT&T	TELEPHONE SERVICE	517R21057611	11/16/17	768.35	68597
582-000.000-084.208	DUE FROM RECREATION	AT&T	TELEPHONE SERVICE	517R21057611	11/16/17	35.08	68597
582-000.000-084.271	DUE FROM LIBRARY FUND	AT&T	TELEPHONE SERVICE	517R21057611	11/16/17	171.27	68597
582-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE	517R21057611	11/16/17	223.73	68597
590-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE	517R21057611	11/16/17	111.87	68597
591-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE	517R21057611	11/16/17	111.86	68597
Total For Check 68597						1,422.16	
Check 68598							
582-544.000-726.800	SUPPLIES - OPERATIONS	BECKER & SCRIVENS	CONCRETE FOR PAD TRANSFORMER	76342	11/16/17	237.50	68598
Total For Check 68598						237.50	
Check 68599							
582-000.000-040.000	ACCOUNTS RECEIVABLE	BILDNER, TOM L	UB refund for account: 022385	11/16/2017	11/16/17	122.50	68599
Total For Check 68599						122.50	
Check 68600							
582-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	007003454	11/16/17	700.99	68600
582-543.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	007003454	11/16/17	88.26	68600

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Check 68600							
590-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	007003454	11/16/17	351.34	68600
591-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	007003454	11/16/17	400.57	68600
Total For Check 68600						1,541.16	
Check 68601							
582-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	786477	11/16/17	1,509.67	68601
590-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	786477	11/16/17	754.83	68601
591-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	786477	11/16/17	754.84	68601
Total For Check 68601						3,019.34	
Check 68602							
582-175.000-801.000	CONTRACTUAL SERVICES	BS&A SOFTWARE	ANNUAL SERVICE SUPPORT	114804	11/16/17	3,207.50	68602
590-175.000-801.000	CONTRACTUAL SERVICES	BS&A SOFTWARE	ANNUAL SERVICE SUPPORT	114804	11/16/17	1,603.75	68602
591-175.000-801.000	CONTRACTUAL SERVICES	BS&A SOFTWARE	ANNUAL SERVICE SUPPORT	114804	11/16/17	1,603.75	68602
Total For Check 68602						6,415.00	
Check 68603							
582-175.000-725.200	EDUCATION (TRAINING & SE	BUSINESS CARD	COMPUTER, MUTAL AID MEETING & SHIP	547415135352929	11/16/17	1,087.48	68603
582-175.000-801.200	COMPUTER	BUSINESS CARD	COMPUTER, MUTAL AID MEETING & SHIP	547415135352929	11/16/17	74.50	68603
590-175.000-801.200	COMPUTER	BUSINESS CARD	COMPUTER, MUTAL AID MEETING & SHIP	547415135352929	11/16/17	37.25	68603
591-175.000-801.200	COMPUTER	BUSINESS CARD	COMPUTER, MUTAL AID MEETING & SHIP	547415135352929	11/16/17	37.25	68603
591-544.000-801.000	CONTRACTUAL SERVICES	BUSINESS CARD	COMPUTER, MUTAL AID MEETING & SHIP	547415135352929	11/16/17	31.30	68603
Total For Check 68603						1,267.78	
Check 68604							
582-175.000-801.000	CONTRACTUAL SERVICES	CERTIFIED MAINTENANCE	CLEAN OFFICE AREA CARPETS	H107171	11/16/17	320.50	68604
590-175.000-801.000	CONTRACTUAL SERVICES	CERTIFIED MAINTENANCE	CLEAN OFFICE AREA CARPETS	H107171	11/16/17	160.25	68604
591-175.000-801.000	CONTRACTUAL SERVICES	CERTIFIED MAINTENANCE	CLEAN OFFICE AREA CARPETS	H107171	11/16/17	160.25	68604
Total For Check 68604						641.00	
Check 68605							
582-175.000-930.000	REPAIRS & MAINTENANCE	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	11/16/17	416.10	68605
582-543.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	RUGS - PP	Multiple	11/16/17	174.72	68605
590-175.000-930.000	REPAIRS & MAINTENANCE	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	11/16/17	208.07	68605
591-175.000-930.000	REPAIRS & MAINTENANCE	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	11/16/17	208.05	68605
Total For Check 68605						1,006.94	
Check 68606							
590-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	WWTP MEDICINE CABINET SUPPLIES	5009257755	11/16/17	51.35	68606
Total For Check 68606						51.35	
Check 68607							
582-000.000-040.000	ACCOUNTS RECEIVABLE	CLEM, KENNETH W	UB refund for account: 012737	11/16/2017	11/16/17	32.00	68607
Total For Check 68607						32.00	
Check 68608							
591-544.000-930.000	REPAIRS & MAINTENANCE	DUBOIS TRUCKING AND E	RESTORE SIDEWALKS 28 STATE ST, 265	QB1195	11/16/17	975.00	68608
Total For Check 68608						975.00	
Check 68609							
582-000.000-040.000	ACCOUNTS RECEIVABLE	EVERLINE, MARY E	UB refund for account: 025266	11/16/2017	11/16/17	80.39	68609
590-000.000-040.000	ACCOUNTS RECEIVABLE	EVERLINE, MARY E	UB refund for account: 025266	11/16/2017	11/16/17	28.38	68609
591-000.000-040.000	ACCOUNTS RECEIVABLE	EVERLINE, MARY E	UB refund for account: 025266	11/16/2017	11/16/17	19.40	68609
Total For Check 68609						128.17	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68610							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	FAMILY FARM & HOME	NUTS AND BOLTS FOR ENGINE UPGRADE	A57461	11/16/17	27.03	68610
591-543.000-930.000	REPAIRS & MAINTENANCE	FAMILY FARM & HOME	ELECTRIC HEATERS FOR THE WELLHOUSE	A59039	11/16/17	75.96	68610
						<u>102.99</u>	
Total For Check 68610							
Check 68611							
582-000.000-040.000	ACCOUNTS RECEIVABLE	FITTON, TJAY M	UB refund for account: 011272	11/16/2017	11/16/17	103.34	68611
590-000.000-040.000	ACCOUNTS RECEIVABLE	FITTON, TJAY M	UB refund for account: 011272	11/16/2017	11/16/17	34.71	68611
591-000.000-040.000	ACCOUNTS RECEIVABLE	FITTON, TJAY M	UB refund for account: 011272	11/16/2017	11/16/17	23.10	68611
						<u>161.15</u>	
Total For Check 68611							
Check 68612							
582-543.000-930.050	REPAIRS & MAINT. - ENGIN	GALLOUP	PARTS FOR ENGINE #5	S106283593.002	11/16/17	575.68	68612
						<u>575.68</u>	
Total For Check 68612							
Check 68613							
582-544.000-726.800	SUPPLIES - OPERATIONS	GELZER & SON INC	BULB FOR VINE ST	C264685	11/16/17	17.99	68613
590-547.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	WORK LIGHT, THREADED ROD, 5/16" WR	Multiple	11/16/17	107.22	68613
						<u>125.21</u>	
Total For Check 68613							
Check 68614							
582-000.000-040.000	ACCOUNTS RECEIVABLE	GLASSBURN, LOIS J	UB refund for account: 030354	11/06/2017	11/16/17	33.00	68614
						<u>33.00</u>	
Total For Check 68614							
Check 68615							
590-547.000-801.000	CONTRACTUAL SERVICES	GLOBAL ENVIRONMENTAL	QUARTERLY CHRONIC TOXICITY TESTING	4160	11/16/17	600.00	68615
						<u>600.00</u>	
Total For Check 68615							
Check 68616							
582-175.000-801.000	CONTRACTUAL SERVICES	GRIFFITHS MECHANICAL	FURNACE PARTS FOR OFFICE	49479	11/16/17	594.89	68616
						<u>594.89</u>	
Total For Check 68616							
Check 68617							
582-000.000-040.000	ACCOUNTS RECEIVABLE	HANNIBAL, ERIC W	UB refund for account: 018520	11/03/2017	11/16/17	212.00	68617
						<u>212.00</u>	
Total For Check 68617							
Check 68618							
582-000.000-040.000	ACCOUNTS RECEIVABLE	HARTWICK, KENT	UB refund for account: 010607	11/16/2017	11/16/17	148.62	68618
590-000.000-040.000	ACCOUNTS RECEIVABLE	HARTWICK, KENT	UB refund for account: 010607	11/16/2017	11/16/17	8.82	68618
591-000.000-040.000	ACCOUNTS RECEIVABLE	HARTWICK, KENT	UB refund for account: 010607	11/16/2017	11/16/17	7.56	68618
						<u>165.00</u>	
Total For Check 68618							
Check 68619							
582-544.000-726.800	SUPPLIES - OPERATIONS	HEFFERNAN SOFT WATER	WATER REFILLS	43856	11/16/17	9.00	68619
						<u>9.00</u>	
Total For Check 68619							
Check 68620							
582-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	SMALL CLAIMS	11162017	11/16/17	22.50	68620
590-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	SMALL CLAIMS	11162017	11/16/17	11.25	68620
591-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	SMALL CLAIMS	11162017	11/16/17	11.25	68620
						<u>45.00</u>	
Total For Check 68620							
Check 68621							
582-175.000-905.000	PUBLISHING / NOTICES	HILLSDALE MEDIA GROUP	ADS	1710-00000849	11/16/17	199.00	68621
590-175.000-905.000	PUBLISHING / NOTICES	HILLSDALE MEDIA GROUP	ADS	1710-00000849	11/16/17	99.50	68621
591-175.000-905.000	PUBLISHING / NOTICES	HILLSDALE MEDIA GROUP	ADS	1710-00000849	11/16/17	99.50	68621

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68621							
						Total For Check 68621	398.00
Check 68622							
582-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN SERVICES	10312017	11/16/17	300.00	68622
590-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN SERVICES	10312017	11/16/17	150.00	68622
591-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN SERVICES	10312017	11/16/17	150.00	68622
						Total For Check 68622	600.00
Check 68623							
582-000.000-040.000	ACCOUNTS RECEIVABLE	HULBERT, LAURA M	UB refund for account: 018477	11/16/2017	11/16/17	21.00	68623
						Total For Check 68623	21.00
Check 68624							
591-544.000-801.000	CONTRACTUAL SERVICES	HYDROCORP	MONTHLY PAYMENT CCCP NOVEMBER	0044825-IN	11/16/17	1,333.00	68624
						Total For Check 68624	1,333.00
Check 68625							
582-000.000-110.000	INVENTORY	IRBY CO	INVENTORY	Multiple	11/16/17	1,070.25	68625
						Total For Check 68625	1,070.25
Check 68626							
582-000.000-123.000	PREPAID EXPENSES	ITRON, INC	ITRON QUARTERLY MVRS AND RADIO SER	467126	11/16/17	473.27	68626
590-000.000-123.000	PREPAID EXPENSES	ITRON, INC	ITRON QUARTERLY MVRS AND RADIO SER	467126	11/16/17	236.64	68626
591-000.000-123.000	PREPAID EXPENSES	ITRON, INC	ITRON QUARTERLY MVRS AND RADIO SER	467126	11/16/17	236.62	68626
						Total For Check 68626	946.53
Check 68627							
582-000.000-040.000	ACCOUNTS RECEIVABLE	JAGGER, MARK L	UB refund for account: 035075	11/16/2017	11/16/17	88.72	68627
						Total For Check 68627	88.72
Check 68628							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	JIM KNOX CHRYSLER DO	REPAIR TO 39-02	41045	11/16/17	88.48	68628
						Total For Check 68628	88.48
Check 68629							
582-000.000-040.000	ACCOUNTS RECEIVABLE	KEASAL, HAROLD J	UB refund for account: 025263	11/06/2017	11/16/17	36.80	68629
590-000.000-040.000	ACCOUNTS RECEIVABLE	KEASAL, HAROLD J	UB refund for account: 025263	11/06/2017	11/16/17	14.69	68629
591-000.000-040.000	ACCOUNTS RECEIVABLE	KEASAL, HAROLD J	UB refund for account: 025263	11/06/2017	11/16/17	12.58	68629
						Total For Check 68629	64.07
Check 68630							
582-544.000-726.800	SUPPLIES - OPERATIONS	KENDALL ELECTRIC	FUSES AND CORD PLUG	S106363331.001	11/16/17	35.51	68630
						Total For Check 68630	35.51
Check 68631							
582-000.000-040.000	ACCOUNTS RECEIVABLE	LITTLE, TRAA A M	UB refund for account: 026744	11/16/2017	11/16/17	54.00	68631
						Total For Check 68631	54.00
Check 68632							
582-175.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON,	LEGAL SERVICES	10252017	11/16/17	480.00	68632
						Total For Check 68632	480.00
Check 68633							
590-547.000-726.900	SUPPLIES - LABORATORY	MARKET HOUSE	BLEACH FOR LABORATORY	107822	11/16/17	10.00	68633
						Total For Check 68633	10.00

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68634							
582-175.000-801.000	CONTRACTUAL SERVICES	BRAD MARTIN	PROCESS SERVICE	10312017	11/16/17	34.48	68634
590-175.000-801.000	CONTRACTUAL SERVICES	BRAD MARTIN	PROCESS SERVICE	10312017	11/16/17	17.24	68634
591-175.000-801.000	CONTRACTUAL SERVICES	BRAD MARTIN	PROCESS SERVICE	10312017	11/16/17	17.24	68634
Total For Check 68634						68.96	
Check 68635							
582-000.000-040.000	ACCOUNTS RECEIVABLE	MCEATHRON, MARISSA J	UB refund for account: 011479	11/06/2017	11/16/17	9.57	68635
590-000.000-040.000	ACCOUNTS RECEIVABLE	MCEATHRON, MARISSA J	UB refund for account: 011479	11/06/2017	11/16/17	7.68	68635
591-000.000-040.000	ACCOUNTS RECEIVABLE	MCEATHRON, MARISSA J	UB refund for account: 011479	11/06/2017	11/16/17	6.58	68635
Total For Check 68635						23.83	
Check 68636							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	MCMASTER - CARR	PARTS FOR #5 ENGINE UPGRADE	49242143	11/16/17	78.62	68636
Total For Check 68636						78.62	
Check 68637							
590-547.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	BEF COMPLIANCE TESTING	Multiple	11/16/17	1,180.00	68637
Total For Check 68637						1,180.00	
Check 68638							
582-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	OFFICE/ 37 GEN	Multiple	11/16/17	56.89	68638
590-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	OFFICE/ 37 GEN	Multiple	11/16/17	28.46	68638
590-547.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	WWTP	Multiple	11/16/17	82.06	68638
591-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	OFFICE/ 37 GEN	Multiple	11/16/17	28.45	68638
591-545.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY	0504558065-0000	11/16/17	74.33	68638
Total For Check 68638						270.19	
Check 68639							
591-175.000-801.000	CONTRACTUAL SERVICES	MICHIGAN RUAL WATER A	WELLHEAD PROTECTION PLAN IMPLEMENT	WHP18-006	11/16/17	3,075.00	68639
Total For Check 68639						3,075.00	
Check 68640							
582-544.000-920.500	UTILITIES - REFUSE	MODERN WASTE SYSTEMS	TRASH PICK UP 2 WAREHOUSE	56108	11/16/17	82.00	68640
590-546.000-801.000	CONTRACTUAL SERVICES	MODERN WASTE SYSTEMS	MONTHLY SERVICE 11/1-11/30 WWTP	56151	11/16/17	85.00	68640
590-546.000-920.500	UTILITIES - REFUSE	MODERN WASTE SYSTEMS	TRASH PICK UP 2 WAREHOUSE	56108	11/16/17	41.00	68640
591-544.000-920.500	UTILITIES - REFUSE	MODERN WASTE SYSTEMS	TRASH PICK UP 2 WAREHOUSE	56108	11/16/17	41.00	68640
Total For Check 68640						249.00	
Check 68641							
582-000.000-665.100	INVESTMENT FEES (OTHER E	NORRIS, PERNE & FRENC	QUARTERLY MAINTENANCE	09302017	11/16/17	881.18	68641
591-000.000-665.100	INVESTMENT FEES (OTHER E	NORRIS, PERNE & FRENC	QUARTERLY MAINTENANCE	09302017	11/16/17	881.19	68641
Total For Check 68641						1,762.37	
Check 68642							
590-547.000-726.900	SUPPLIES - LABORATORY	NORTH CENTRAL LABORAT	LABORATORY SUPPLIES WWTP	397811	11/16/17	213.46	68642
Total For Check 68642						213.46	
Check 68643							
582-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES	945096	11/16/17	31.50	68643
590-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES	945096	11/16/17	15.75	68643
591-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES	945096	11/16/17	15.74	68643
Total For Check 68643						62.99	
Check 68644							
582-543.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	BATTERIES FOR WELDING HOOD	Multiple	11/16/17	41.57	68644

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Check 68644							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	HYD HOSE REPAIR AND DIESEL ADD	Multiple	11/16/17	30.86	68644
590-547.000-730.039	BPU VEHICLE MAINT/SUPPLI	PERFORMANCE AUTOMOTIV	BATTERIES FOR SMALL DUMP	10284-1232095	11/16/17	224.28	68644
Total For Check 68644						296.71	
Check 68645							
582-000.000-040.000	ACCOUNTS RECEIVABLE	PETERS, LARRY D	UB refund for account: 014077	11/16/2017	11/16/17	27.05	68645
Total For Check 68645						27.05	
Check 68646							
582-000.000-110.000	INVENTORY	POWERLINE SUPPLY	INVENTORY AND TAPE	56196654	11/16/17	1,090.50	68646
582-544.000-726.800	SUPPLIES - OPERATIONS	POWERLINE SUPPLY	INVENTORY AND TAPE	56196654	11/16/17	348.00	68646
Total For Check 68646						1,438.50	
Check 68647							
582-000.000-040.000	ACCOUNTS RECEIVABLE	REID, JEFFREY R	UB refund for account: 009909	11/16/2017	11/16/17	3.16	68647
590-000.000-040.000	ACCOUNTS RECEIVABLE	REID, JEFFREY R	UB refund for account: 009909	11/16/2017	11/16/17	0.70	68647
591-000.000-040.000	ACCOUNTS RECEIVABLE	REID, JEFFREY R	UB refund for account: 009909	11/16/2017	11/16/17	0.47	68647
Total For Check 68647						4.33	
Check 68648							
591-000.000-040.000	ACCOUNTS RECEIVABLE	ROHDE CONSTRUCTION CO	UB refund for account: 019925	11/16/2017	11/16/17	100.38	68648
Total For Check 68648						100.38	
Check 68649							
582-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	189902	11/16/17	9.25	68649
590-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	189902	11/16/17	4.63	68649
591-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	189902	11/16/17	4.62	68649
Total For Check 68649						18.50	
Check 68650							
590-175.000-801.000	CONTRACTUAL SERVICES	SAFETY SYSTEMS, INC	QUARTERLY LEASE MAINT. AND MONITOR	474244	11/16/17	180.00	68650
Total For Check 68650						180.00	
Check 68651							
582-000.000-040.000	ACCOUNTS RECEIVABLE	SCHMITT, JEFF D	UB refund for account: 021380	11/16/2017	11/16/17	111.22	68651
Total For Check 68651						111.22	
Check 68652							
582-543.000-930.000	REPAIRS & MAINTENANCE	SUPERIOR INDUSTRIAL S	PP GENERATOR MAINTENANCE	430821	11/16/17	415.25	68652
Total For Check 68652						415.25	
Check 68653							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	THE MACOMB GROUP, INC	PARTS FOR #5 ENGINE UPGRADE	5145630	11/16/17	298.35	68653
Total For Check 68653						298.35	
Check 68654							
591-543.000-930.000	REPAIRS & MAINTENANCE	UIS PROGRAMMABLE SERV	WTP PUMP TROUBLESHOOTING	530352146	11/16/17	402.00	68654
Total For Check 68654						402.00	
Check 68655							
590-546.000-930.950	REPAIRS & MAINT. - LIFT	USABLUEBOOK	WWTP LAB SUPPLIES, PARTS, SAFETY E	409371	11/16/17	614.00	68655
590-547.000-726.900	SUPPLIES - LABORATORY	USABLUEBOOK	WWTP LAB SUPPLIES, PARTS, SAFETY E	Multiple	11/16/17	156.53	68655
590-547.000-930.000	REPAIRS & MAINTENANCE	USABLUEBOOK	WWTP LAB SUPPLIES, PARTS, SAFETY E	Multiple	11/16/17	511.37	68655
591-544.000-930.000	REPAIRS & MAINTENANCE	USABLUEBOOK	WWTP LAB SUPPLIES, PARTS, SAFETY E	409371	11/16/17	476.17	68655
Total For Check 68655						1,758.07	

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Check 68656							
582-000.000-040.000	ACCOUNTS RECEIVABLE	VANN, DEBRA M	UB refund for account: 019633	11/06/2017	11/16/17	17.15	68656
590-000.000-040.000	ACCOUNTS RECEIVABLE	VANN, DEBRA M	UB refund for account: 019633	11/06/2017	11/16/17	25.86	68656
591-000.000-040.000	ACCOUNTS RECEIVABLE	VANN, DEBRA M	UB refund for account: 019633	11/06/2017	11/16/17	15.99	68656
Total For Check 68656						59.00	
Check 68657							
582-544.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	FUEL PURCHASES	000090-1730401	11/16/17	1,220.53	68657
590-175.000-730.039	BPU VEHICLE MAINT/SUPPLI	WATKINS OIL COMPANY	FUEL PURCHASES	000090-1730401	11/16/17	147.68	68657
591-544.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	FUEL PURCHASES	000090-1730401	11/16/17	496.07	68657
Total For Check 68657						1,864.28	
Check 68658							
582-175.000-905.000	PUBLISHING / NOTICES	WCSR	ADS	131-00045-00009	11/16/17	105.00	68658
590-175.000-905.000	PUBLISHING / NOTICES	WCSR	ADS	131-00045-00009	11/16/17	52.50	68658
591-175.000-905.000	PUBLISHING / NOTICES	WCSR	ADS	131-00045-00009	11/16/17	52.50	68658
Total For Check 68658						210.00	
Check 68659							
582-000.000-040.000	ACCOUNTS RECEIVABLE	WERTZ, RUTH P	UB refund for account: 030394	11/06/2017	11/16/17	51.00	68659
Total For Check 68659						51.00	
Check 68660							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	WHEELER WORLD INC	ENGINE PARTS	Multiple	11/16/17	189,834.78	68660
582-543.000-930.050	REPAIRS & MAINT. - ENGIN	WHEELER WORLD INC	ENGINE PARTS	12637	11/16/17	895.04	68660
Total For Check 68660						190,729.82	
Check 68661							
590-547.000-930.000	REPAIRS & MAINTENANCE	WHITES WELDING SERVIC	FABRICATE PLATE AND NIPPLE FOR INL	83402	11/16/17	50.00	68661
Total For Check 68661						50.00	
Check 68662							
582-000.000-040.000	ACCOUNTS RECEIVABLE	WICKARD, ANDREA J	UB refund for account: 013784	11/16/2017	11/16/17	50.00	68662
Total For Check 68662						50.00	
Check 7							
582-000.000-228.100	DUE TO MMERS - RETIREMEN	MERS	RETIREMENT CONTRIBUTIONS - 300101	0075178-14	11/16/17	8,070.35	7
582-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	0075178-14	11/16/17	7,831.21	7
582-543.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	0075178-14	11/16/17	704.37	7
590-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	0075178-14	11/16/17	4,623.57	7
591-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	0075178-14	11/16/17	2,999.85	7
Total For Check 7						24,229.35	

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			Fund Totals:				
			Fund 582 ELECTRIC FUND			228,417.14	
			Fund 590 SEWER FUND			14,063.14	
			Fund 591 WATER FUND			15,880.91	
			Total For All Funds:			<hr/>	
						258,361.19	

CITY COUNCIL MINUTES

City of Hillsdale
Council Chambers
November 20, 2017
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Adam Stockford opened the meeting with the Pledge of Allegiance.

Roll Call

Mayor Adam Stockford called the meeting to order.

Council Members present:	Adam Stockford, Mayor R. Gregory Stuchell, Ward 1 Brian Watkins, Ward 1 Timothy Dixon, Ward 2 William Morrissey, Ward 2 Bruce Sharp, Ward 3 William Zeiser, Ward 3 Matthew Bell, Ward 4 Raymond Briner, Ward 4
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Council Members absent:	None
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Also present were: City Manager David Mackie, City Clerk Stephen M. French, City Attorney John Lovinger, Scott Hephner (HCPD & HCFD), Mark Hawkins (HCFD), Jake Hammel (DPS), Mike Barber (BPU), Chris McArthur (BPU), Alan Beeker (Zoning), Mary Hill (Library), Corey Burke (HCFD), Mark Hawkins (HCFD), David Grumhaus (HCFD), Seth Johnson (HCFD), Ginger Moore (Airport), Rob Berger, Robyn Galloway, Pat O'Malley, Corey Murray (Hillsdale Daily News), Brett Boyd, Mike Phillip, Robert Socha, Jan Hutchins, Mary Playford, Annette Frosch, Charles Sharp, Cheryl Cox, Diana Carson, Lori Rodgers, Lon King, Bill Walters, Sheri Ingles, Doug Ingles, Joseph Hendee, Kurt Elarton, Amy Elarton, Ken Joswiak, Ruth Brown, Alia Stuchell, Gina Gallutia, Michael Mitchell, Ted Jansen, Dennis Wainscott, Penny Swan, Ray Szarafinski, Steve Wismar, Jason Walters, Marty Hubbard, Peter Merritt, Richard Smith, Scott Curry, Heather Tritchka, Shawnae Stockford, and Nick Adzic.

Approval of Agenda

Council Member Morrissey, seconded by Council Member Bell, moved to approve the November 20, 2017 agenda as presented. By a voice vote, the motion carried unanimously.

Public Comment

Mayor Stockford noted that with the large number of comments expected on the agenda topics, the time limit for public comment would be reduced to three minutes for each person who wished to address Council.

Mr. Lon King, 18 Foxtail Lane, voiced support for the 425 Agreement which would allow Meijer to locate in the Hillsdale area. Mr. King noted that when he shopped at the Meijer store in Coldwater, he spent additional money at nearby restaurants and other stores in close proximity to the Meijer store.

Mr. Jack McLain, 1445 Bunn Road, presented the City of Hillsdale with a check in the amount of \$1,119.83 for the reimbursement of costs associated with the public hearing that was held on November 6, 2017 regarding rezoning Ordinance 2017-02. Mr. McLain stated the city staff member responsible for the public hearing notice errors should have a discipline letter placed in their personnel file.

Ms. Penny Swan, 192 South West Street, encouraged the Council to table the recommendation to purchase the hangar at the airport, as there were issues that remained on the purchase agreement, including the purchase price and the building modifications that remained unfinished in the hangar. Ms. Swan also encouraged Council to maintain the city's seal throughout the branding process and to include the general public in designing a new city logo. Ms. Swan finalized her comments by voicing support for the 425 Agreement with Fayette Township and stated the Meijer store would allow residents to purchase items that were not available locally.

Mr. Joseph Hendee, 181 Rea Street, objected to the purchase of the hangar at the airport and stated that code violations remained at the site, due to modifications that had been made by the owner without proper permitting. Mr. Hendee also questioned if an appraisal had been completed prior to the staff recommendation.

Mr. Roy Szarafinski, Chairperson of the Airport Advisory Committee, recommended the purchase of the hangar and stated the purchase agreement was in the city's best interest for the long-term development of the airport. Mr. Szarafinski also objected to the verbal attacks that had been made by the previous speakers regarding Mr. Walters.

Ms. Gina Gallutia, 36 Highland Avenue, voiced support for the 425 Agreement with Fayette Township and stated that she shopped at the Meijer location in Coldwater due to their competitive pricing.

Ms. Ginger Moore, Director of the Hillsdale Municipal Airport, recommended the purchase of the hangar from Mr. Jason Walters.

Mr. Robert Socha, member of the Dawn Theater Governance Board, discussed the board's recent conversations about the renovation of a Wurlitzer Organ that had originally been installed in the theater. Mr. Socha stressed the Governance Board would look to fund the organ renovation with only private funds, and not city or TIFA dollars, if the project was included within the overall, theater renovation project.

Mr. Dennis Wainscott, 34 Garden Street, discussed the recommendation to place Council Member Briner on the Finance Committee. Mr. Wainscott noted Council Member Briner was an employee of County National Bank and discussed the need for Council Member Briner to abstain on all matters involving his employer.

Mr. Michael Mitchell, 108 E. Hallett requested the minutes from the November 6, 2017 Council meeting be amended to more accurately reflect his comments. Mr. Mitchell provided a proposed replacement paragraph that could be inserted into the meeting minutes. Mr. Mitchell also objected to the reconsideration of the 425 Agreement following the Council's failure to act on the draft agreement at the November 6th meeting. A copy of Mr. Mitchell's proposed amendment to the minutes was filed with the City Council papers for the meeting.

Mr. Richard Smith, 62 South Broad Street, discussed a number of historical, newspaper advertisements from the Hillsdale County Chamber of Commerce which encouraged people to live and work in Hillsdale. Mr. Smith encouraged Council to approve the 425 Agreement with Fayette Township, as the development would invite and encourage businesses to locate in the Hillsdale area.

Ms. Diane Carson, 3400 Cronk Road, indicated she was a realtor who had seen a large number of people who wanted to live outside of the city, and instead live in the outer reaches of Hillsdale County. Ms. Carson stated the approval of 425 Agreement was a "no-brainer" which would bring business into the area.

Mr. Scott Curry, 2643 West Hastings Lake Road, encouraged the Council to approve the hangar purchase from Mr. Walters and discussed how the airport was a gem to the Hillsdale community. Mr. Curry highlighted the efforts made by Mr. Walters to improve and expand the airport.

Ms. Kay Freese, 8360 Grass Lake Road, discussed the progressive improvements that had been initiated throughout the City of Hillsdale in recent years and how the 425 Agreement with Fayette Township would continue the improvements to Hillsdale.

Mr. Grant Baker, 195 West Bacon Street, stated he was neither in favor or against the 425 Agreement; however, Mr. Baker discussed his concern with the shrinking tax base in the city and the reduction in tax revenue due to that decrease. Mr. Baker recommended Council table consideration of the 425 Agreement and have the Finance Committee perform a true cost/benefit analysis of the development.

Mr. Brett Boyd, 210 West Carleton, stated he wanted what was best for the City of Hillsdale, whether that meant having Meijer build near the city or whether it meant not approving the 425 Agreement. Mr. Boyd discussed the harmful and negative comments that had been made about himself, his family, and employees following his comments made at the November 6th Council meeting. Mr. Boyd stated he was proud to be from Hillsdale and stated the county residents needed to come together and not remain divisive during this time.

Mr. Doug Ingles, 20 Vine Street, questioned if electric service to the new Meijer store would be provided by the city's BPU or by Consumers Energy. Mr. Ingles also requested clarification on the millage rates that would be split between Fayette Township and the City of Hillsdale.

Consent Agenda

- A. Approval of Bills
 - 1. City Claims of November 2, 2017: \$221,895.70
 - 2. BPU Claims of November 2, 2017: \$221,149.23
 - 3. Payroll of November 2, 2017: \$157,574.65
- B. City Council Minutes
 - 1. November 6, 2017 Regular Meeting
 - 2. November 13, 2017 Special Meeting
- C. November 7, 2017 Election Report
- D. Finance Committee Minutes of November 6, 2017
- E. TIFA Dawn Theater Governance Board Minutes October 26, 2017
- F. EDC -Architectural Control Committee Minutes of November 7, 2017
- G. Zoning Board of Appeals Minutes of September 13, 2017
- H. Light-Up Hillsdale Parade 2017
- I. September 2017 Financial Reports

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

Roll call:	Council Member Bell	Aye
	Council Member Briner	Aye
	Council Member Dixon	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stuchell	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Stockford	Aye

Motion passed 9-0.

Communications/Petitions

- A. Newly Elected Officials Training from Michigan Municipal League
- B. Small Business Saturday – November 25, 2017
- C. Communication received from Ms. Nola Wagner

The communications were received by Council for informational purposes only.

Introduction and Adoption of Ordinance/Public Hearing

A. CDBG Close-out for 42 Union Street

Mayor Stockford opened a public hearing at 7:40 p.m. to receive citizen comments regarding the Community Development Block Grant (CDBG) close-out for 42 Union Street.

Ms. Penny Swan voiced support for the renovations completed at the site and recommended Council close-out the CDBG grant for the project. Ms. Swan noted the project had been completed without exceeding the established budget for the renovations.

Mr. Jack McLain noted the project had not been completed, as a fence to screen the trash dumpster and a privacy fence between the development and the adjacent, residential property had not been constructed. Mr. McLain also noted the property address had not been placed on the east side of the building that faced Union Street.

Zoning Administrator Beeker reported the zoning permit for the site would remain open and would not affect the grant close-out process. Mr. Beeker stated the property owner, Ms. Marty Hubbard, intended to install landscape screening instead of a privacy fence between 42 Union Street and the adjacent, residential property, in addition to having the street numbers etched into the glass door that faced Union Street.

Responding to a question from Council Member Sharp, Zoning Administrator Beeker stated Ms. Hubbard was working with the residential property owner to finalize the location and type of landscape screening between the two properties.

Being no further public comments, Mayor Stockford closed the public hearing at 7:46 p.m.

City Manager Mackie discussed the project and noted city staff was very pleased with the development that renovated a blighted structure into a very unique, multi-use building.

Council Member Bell stated the project was a great improvement to the community and noted the building contained a variety of uses including meeting spaces, a coffee house, and numerous apartments.

Council Member Stuchell also discussed the great improvements made at 42 Union Street and the excellent coffee served at Rough Draft.

Unfinished Business

There were no unfinished business items on the meeting agenda.

Old Business**A. Branding for the City of Hillsdale**

City Manager Mackie reviewed a staff recommendation to hold a work session with Council on November 28, 2017 to review the branding recommendation provided by city staff. City Manager Mackie stated Mr. Randy Mielnik from Poggemeyer has offered to facilitate a work session with Council members and city staff to review various options for a City branding program and to develop a concept that could be approved by Council. City Manager Mackie also reviewed the role of the Michigan Economic Development Corporation (MEDC), the Marketing and Branding Strategy Guide, and the proposed BrandTouch Manual that had been prepared by Ben Muldrow of Arnett Muldrow & Associates.

Council Member Bell voiced support for the staff recommendation to hold a work session to review this topic. Council Member Bell questioned if the representative from Poggemeyer would encourage the city representatives to select the branding and logo that had been presented in previous Council meetings, or if the consultant would allow the city to amend or change the proposed artwork. City Manager Mackie noted the logo and branding had been completed by Arnett Muldrow & Associates, which was not connected with Mr. Mielnik from Poggemeyer. City Manager Mackie stated all of the comments and suggestions made during the work session would be beneficial in determining the design of the city's new branding campaign.

Responding to a question from Council Member Stuchell, City Manager Mackie reported the services of both Mr. Mielnik from Poggemeyer and the designs from Arnett Muldrow & Associates were paid with grant funding from MEDC through the Redevelopment Ready Communities (RRC) Initiative.

Council Member Bell, seconded by Council Member Watkins, moved to schedule a special City Council meeting for Tuesday, November 28, 2017 at 6:00 p.m. to review the branding recommendation provided by city staff. By a voice vote, the motion passed unanimously.

B. 425 Agreement with Fayette Township

Mayor Stockford reported a conflict of interest on the issue, as his employer contracted with Meijer for certain personnel services. Mayor Stockford announced he would abstain from the discussion and vote on this issue. Due to this conflict, Mayor Pro-Tem Morrissey presided over the meeting during this agenda topic.

Council Member Sharp recommended approval of the agreement and stated that although he would continue to support locally owned businesses, the construction of a Meijer store would bring in additional businesses to the area. Council Member Sharp noted there were many businesses in Hillsdale that provided similar services, including auto repair stores, coffee shops, and gas stations, which promoted competition in the specific industries. Council Member Sharp also noted the construction of the Meijer store would bring additional revenue to the BPU through the utility services provided.

Council Member Stuchell questioned if the BPU was able to provide the utility services necessary to support the Meijer location without having to expand their existing facilities. City Manager Mackie reported the BPU would be able to provide all of the services required by the Meijer location, although a large, water main and other site work would be necessary to serve the location. City Manager Mackie also noted Meijer's commitment to their communities, although specific discussions about their philanthropy had not been held to this point.

Council Member Bell noted the investment of Meijer into the site and the taxes paid by the corporation would be in itself, an investment into the community. Council Member Bell also commended Market House owner Brett Boyd for his continued support of community initiatives throughout the area.

City Manager Mackie reported the estimated tax revenue from the Meijer store would be approximately \$80,000-\$100,000 per year, in addition to \$300,000-\$350,000 per year in BPU charges for utility service. City Manager Mackie also noted Meijer had agreed to pay \$600,000 for the construction of a water service main on M-99 to service the location. City Manager Mackie stated the city had received a petition signed by 458 people that encouraged the city to approve the 425 Agreement with Fayette Township, which would help facilitate the construction of the Meijer store.

Council Member Zeiser applauded the city's local businesses for their excellent service and products offered to their customers. Council Member Zeiser also discussed comments made at the November 6th public hearing that discussed the distribution of the economic "pie" and the slices of the pie to the various business owners. Council Member Zeiser noted our economic system was not a fixed-sized pie, but one that consistently changed with the expansion and reduction of the economy. Council Member Zeiser voiced support for the construction of the Meijer store and stated the development would increase the economic "pie" for all of the residents.

Council Member Watkins noted the importance of local stores for their unique features and services. Council Member Watkins stated the Meijer development would be a catalyst for job growth in the area and would spur additional economic development in the area near the new store.

Council Member Bell requested additional information on the staff memo that referenced a possibility that the agreement could be changed following Council approval. City Attorney Lovinger stated the City of Hillsdale was comfortable with the agreement in its present form and that any substantive changes made to the agreement by Fayette Township would require follow-up, Hillsdale City Council action.

Council Member Stuchell predicted the Market House would grow and would be positively impacted by the Meijer store, as many people would travel to Hillsdale for the Meijer store, and then find unique, locally-owned stores.

Council Member Dixon stated that he had received more comments from citizens regarding this issue than any other issue he had been involved with, including the medical marijuana issue. Council Member Dixon noted that if the City of Hillsdale did not approve the 425 Agreement with Fayette Township, there would be a good possibility that the Meijer store plans would be moved a few hundred yards down the road and be built within the City of Jonesville.

Council Member Briner voiced support for Brett Boyd and the improvements to the area made possible by the community spirit of the Market House family. Council Member Briner noted the impact Market House and other locally-owned stores would have on the Meijer store, not necessarily the reverse, negative impact on local stores that many residents had predicted.

Council Member Zeiser, seconded by Council Member Sharp, moved to approve the 425 Agreement with Fayette Township as presented.

Roll call:	Council Member Bell	Aye
	Council Member Briner	Aye
	Council Member Dixon	Aye
	Council Member Morrisey	Aye
	Council Member Sharp	Aye
	Council Member Stuchell	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Stockford	Abstain

Motion passed 8-0.

New Business

A. Purchase of Airport Hangar

City Manager Mackie reported on the staff recommendation to purchase the airport hangar from JW Enterprises at a cost of \$90,000 using reimbursement funding from the Michigan Department of Transportation (MDOT) Office of Aeronautics, in addition to Capital Improvement Program (CIP) funding from the city in the estimated amount of \$25,000.

Council Member Watkins stated the purchase of the hangars with the willing sellers would continue to promote the capital improvements to the airport that had been included in a ten-year plan. Council Member Watkins stated that if the purchase was not approved, the current owners could sell the hangars to owners who would not be willing to resell the hangars to the city at a later date, once expansion plans had been finalized and scheduled.

City Manager Mackie responded to claims that had been raised during the public comment section earlier in the meeting. City Manager Mackie stated that a hangar purchase was much like the purchase of a home, and any unpaid liens against the owner would be paid from the sale proceeds at closing. City Manager Mackie also noted that he had accepted Mr. Walter's resignation as the airport manager with a 30-day notice, due to the relentless, personal attacks made against Mr. Walters and his family. City Manager Mackie stressed the staff recommendation was a business decision and certainly not a bail-out, as the ownership of the hangar was in the city's capital improvement plans for the airport and Mr. Walters simply wanted to move on from his aviation endeavor.

City Manager Mackie noted the city hoped to maintain the tenant in Mr. Raker's hangar, which would not be guaranteed if the hangar was sold to a third party. City Manager Mackie also reported that Mr. Walter's hangar was leased to the owner of a jet, who had purchased more fuel in the past few months than had been sold at the airport in years.

City Manager Mackie reported the city's aviation consultant had estimated the purchase price of both hangars would exceed \$260,000, using the Federal Aviation Agency (FAA) purchasing guidelines. City Manager Mackie stated that if the purchase was completed using MDOT reimbursement funds, the purchasing guidelines were not required and the costs to the city would be much lower. City Manager Mackie noted the city's plan was to also utilize the existing offices within JW Enterprises' hangar during the planned terminal replacement in future years.

City Manager Mackie discussed the planned terminal reconstruction and expansion had been derailed by a group of Hillsdale residents who took steps to send old newspaper clippings to people who were working on the project, residents who wrote letters to the state in opposition to the improvement projects, and residents who have simply attacked the city repeatedly. City Manager Mackie stated the State of Michigan had not directed JW Enterprises or the City of Hillsdale to remove any improvements to Mr. Walter's hangar, as was alleged earlier in the meeting.

City Manager Mackie reported the city had an appraisal performed on the hangars based on construction costs, which placed the value of the hangar owned by JW Enterprises at \$90,000.

Council Member Sharp discussed the improvements made to the airport in the past two years and voiced support for the staff recommendation to purchase the hangars, as the owners were willing to sell and the city had the available funding. Council Member Sharp also noted the positive impact of the airport on Hillsdale County, not just on the city.

Council Member Sharp then moved to approve the Purchase Agreement with JW Enterprises, Inc. and authorize Mayor Stockford to sign the document on behalf of the City.

Mayor Stockford noted the airport would also be a sensitive subject to many residents, as the majority of residents did not utilize the airport or visit the facility. Mayor Stockford also commended Mr. Walters for the improvements that had been made at the airport throughout the past two years. Mayor Stockford discussed the personal attacks that had been made against Mr. Walters' family and how those attacks were unfair and without merit. Mayor Stockford stated he would not spend unnecessary energy or be pressured to vote on certain policies, based on comments made on social media.

City Manager Mackie noted many other cities, including Coldwater and Adrian, owned all of the hangars that were located on their airport properties.

Council Member Stuchell questioned the staff recommendation, as only one appraisal had been received for the hangars, there was a large difference in price between the two hangars, and questions remained if the city would incur costs to complete upgrades and/or repairs to the hangars. Council Member Stuchell also questioned if the funding to purchase the hangars was a priority, especially in lieu of much needed road improvements and street maintenance. Council Member Stuchell stated the proposed sale of the hangar was not a wise business decision for the city at the

present time.

Council Member Bell recommended the city obtain additional appraisals of the hangars to compare with the single appraisal that had been received. Council Member Bell also questioned if the hangar purchase would commit the City of Hillsdale and the Council to future expansion plans or construction projects in the future. Council Member Bell finalized his comments by questioning if the city could utilize eminent domain to purchase the hangars at fair market value, if a purchase agreement could not be reached in the future.

City Manager Mackie noted the difference in hangar price was due to the fact that the hangar owned by Mr. Walters was approximately 50% larger than the second hangar. City Manager Mackie also stated the hangar purchase would not contractually bind Council to future airport improvements, such as a new taxiway or terminal and noted no federal or state funding could be used for the construction of a new terminal. City Manager Mackie reported the city could not direct all of its resources to one issue, such as road improvements, but must allocate funding to all of its responsibilities such as DPS, parks & recreation, police, and the airport.

Council Member Stuchell questioned the purchase price of \$90,000 when the hangar was purchased by JW Enterprises for \$72,000 just two years prior. Council Member Stuchell stated the city was not obligated to pay the appraisal price, but could negotiate with the seller for a less amount. City Manager Mackie responded Mr. Walters had purchased the hangar, but had also had made improvements to the hangar that met, or exceeded, the difference in purchase prices.

City Attorney Lovinger noted the use of eminent domain was not economically advantageous to a governmental unit in most situations and would take considerable time to travel through the court system before the issue could be resolved.

Responding to a question from Council Member Bell, City Manager Mackie stated the lease payments received on the smaller hangar was \$600.00.

Council Member Bell discussed if the issue should be referred to the Finance Committee for further review.

Council Member Dixon stated the purchase agreement had been based on a long-term plan for the airport and the purchase price was based on an appraisal from a qualified individual. Council Member Dixon stated that if Council delayed the purchase of the hangars, the asking price could be increased or the sellers could decide to sell to other potential buyers.

Council Member Briner noted most appraisals considered not only the construction costs, but potential income and sales as well. Council Member Briner warned that if a specialized appraisal was performed on the hangars, the value would be inflated and the city's cost to purchase the hangar would increase.

Council Member Bell objected to the motion to approve the hangar purchase at the present time, due to some on-going questions that had been raised during the meeting.

Council Member Zeiser also objected to the motion and encouraged the Council to table the issue to a future meeting so that questions could be addressed.

Responding to a question from Council Member Briner, City Manager Mackie reported the city would own all of the hangars at the airport, if the two hangars were purchased as recommended by city staff.

Council Member Dixon then seconded Council Member Sharp's motion to approve the Purchase Agreement with JW Enterprises, Inc. and authorize Mayor Stockford to sign the document on behalf of the City.

Roll call:	Council Member Bell	No
	Council Member Briner	No
	Council Member Dixon	Aye
	Council Member Morrissey	No
	Council Member Sharp	Aye
	Council Member Stuchell	No
	Council Member Watkins	No
	Council Member Zeiser	No
	Mayor Stockford	No

Motion failed 2-7.

Council Member Watkins, seconded by Council Member Zeiser, moved to assign this to the Finance Committee to review the Purchase Agreement with JW Enterprises, Inc. as presented. By a voice vote, the motion carried.

B. Council Committee Appointments

Council Member Sharp voiced support for the appointment of three members of Council to each committee, instead of four members that had been appointed during the previous administration.

Council Member Bell, seconded by Council Member Morrissey, moved to approve the following Council Committee appointments:

Council Member Matt Bell- Operations and Governance & Economic Development
Council Member Ray Briner- Finance & Public Safety
Council Member Tim Dixon- Operations and Governance & Finance
Council Member Will Morrissey- Operations and Governance & Planning Commission
Council Member Bruce Sharp- Finance & Public Safety
Council Member Greg Stuchell- Economic Development & Public Services
Council Member Brian Watkins- Public Safety & Public Services
Council Member Bill Zeiser- Economic Development & Public Services

Roll call:	Council Member Briner	Aye
	Council Member Dixon	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Stuchell	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Stockford	Aye

Motion passed 9-0.

C. Personnel Handbook Revision

City Manager Mackie reviewed the recommended revisions to the personnel manual, which would freeze the 2016 amount and eliminate the longevity benefit for new hires effective July 1, 2016. City Manager Mackie stated this policy would affect all of the city’s non-union employees, as the city’s union employees had agreed to this change during the most recent contract negotiations.

Responding to a question from Council Member Stuchell, HR Director Freese explained the program had provided an annual payment to each employee based on their years of service to the city. Ms. Freese stated the policy had been used to promote employee retention for the City of Hillsdale.

Council Member Bell, seconded by Council Member Watkins, moved to approve the revisions to “Section 385: Longevity” of the Personnel Handbook to reflect the freezing of the 2016 amount and eliminating the longevity benefit for new hires effective July 1, 2016.

Roll call:	Council Member Briner	Aye
	Council Member Dixon	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Stuchell	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Stockford	Aye

Motion passed 9-0.

XI. Miscellaneous Reports**A. Appointment of Mr. David Morris to Airport Advisory Committee**

Council Member Watkins, seconded by Council Member Dixon, moved to appoint Mr. David Morris to the Airport Advisory Committee. By a voice vote, the motion passed unanimously.

B. Presentation by Police/Fire Chief Scott Hephner

Chief Hephner provided information on the activities of the fire and police departments that included community relations, participation in the school systems and youth events, fire safety education, training, “Shop with a Hero” event, Salvation Army bell-ringing, neighborhood social events, parade duties, and station tours.

Chief Hephner provided information on the current status of the city’s 34 year old ladder truck that had failed inspection due to a mechanical failure. Chief Hephner stated city staff continued to look at all possibilities for the issue, including repairing the truck or replacing the ladder truck with a new piece of equipment. Chief Hephner noted the department had notified all departments within Hillsdale County about the issue and ladder trucks from neighboring departments would be requested during emergency situations.

Chief Hephner reported four members of the department were attending Emergency Medical Technician (EMT) training, one member had begun Fire Officer training, and two new members who would soon begin Firefighter I & II training.

Mayor Stockford thanked Chief Hephner for the report and for his outstanding leadership of the police and fire departments. Mayor Stockford encouraged any resident to contact the police or fire department with any concerns about the information provided by Chief Hephner.

Responding to a question from Council Member Bell, Chief Hephner stated city staff continued to apply for grant funding for equipment replacement.

City Manager’s Report

City Manager Mackie reported:

1. An open house for the new Center City Apartments was scheduled for Friday, December 8, 2017 from 1-3 p.m. City Manager Mackie noted only a few of the apartments remained vacant and available for rent.
2. The Hillsdale County Rural Task Force would have a meeting at the Hillsdale County Road Commission offices on December 15, 2017 at 10:00 a.m. regarding rural transportation funding.
3. Small Business Saturday was scheduled for Saturday, November 25, 2017.

General Public Comment

Mr. Jack McLain encouraged the Christmas light contest to be made available to all BPU customers, not just those customers who were city residents. Mr. McLain also disputed the option to permit landscaping screening at 42 Union Street, but argued the original plans required the owner to install privacy fence screening near the adjacent residential property.

Mr. Joseph Hendee commented the city had not monitored the activities of Mr. Jason Walters during his tenure as the airport manager, which had led to the complaints made to the MDOT and the Hillsdale County Building Department.

Ms. Penny Swan objected to the claims made by Mayor Stockford concerning the social media comments and threads posted about Mr. Walters. Ms. Swan stated she had never threatened or verbally attacked anyone personally on social media.

BPU Director Barber reported the Christmas light contest was open to any BPU customer, whether they were a city resident or not. Mr. Barber also reported the back-up generators at the wastewater treatment plant had been installed and were operational.

Council Comments

Council Member Morrisey encouraged any interested Council Member to attend the upcoming Michigan Municipal League (MML) training in Coldwater.

Council Member Zeiser voiced enthusiasm for the completion of the generator project at the wastewater treatment plant and noted the generators would help prevent future spills into the St. Joe River. Council Member Zeiser also commended the Dawn Theater Governance Board for utilizing private funding for the potential organ restoration project at the theater.

Mayor Stockford commended City Clerk French for his administration of the recent election. Mayor Stockford stated Mr. French provided very thorough information to all of the candidates, while voting on Election Day seemed to go very smoothly and without problems.

Council Member Watkins also commended City Clerk French on his leadership and administration of the election, even with a large increase in voter turnout.

Adjournment

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

The meeting adjourned at 9:32 p.m.

Adam L. Stockford, Mayor

Stephen M. French, City Clerk

CITY COUNCIL MINUTES

City of Hillsdale
Council Chambers
November 28, 2017
6:00 P.M.

Special Meeting

Roll Call

Mayor Adam Stockford called the meeting to order.

Council Members present: Adam Stockford, Mayor
R. Gregory Stuchell, Ward 1
Brian Watkins, Ward 1
Timothy Dixon, Ward 2
William Morrissey, Ward 2
William Zeiser, Ward 3
Matthew Bell, Ward 4

Council Members absent: Bruce Sharp, Ward 3
Raymond Briner, Ward 4

Also present were: City Manager David Mackie, City Clerk Stephen M. French, Scott Hephner (HCPD & HCFD), Chris McArthur (BPU), Mary Hill (Library), Kelly LoPresto (City Manager's Office), Katy Price (Assessing Office), Kay Freese (HR), Michelle Loren (Recreation), Mary Wolfram (Economic Development), Ted Jansen, Jack McLain, Penny Swan, and Randy Mielnik.

Communications

A. City of Hillsdale's Marketing and Branding Plan

Mr. Randy Mielnik from Poggemeyer Design Group presented general information on the development of the draft Marketing and Branding Initiative, which was an integral part of the State of Michigan's Redevelopment Ready Communities (RRC) program. Mr. Mielnik noted the initiative was focused on distinguishing Hillsdale as a unique location within the state. Mr. Mielnik stated the branding program would require the connection to the city's planning & zoning program, while requiring a consistent and authentic message unique to Hillsdale. Mr. Mielnik commented the Marketing and Branding Initiative was a separate issue than the logo and tagline discussions that had been led by Mr. Ben Muldrow of Arnett Muldrow & Associates.

Mr. Mielnik discussed the five areas of the Marketing and Branding Initiative, which were:

1. Physical Presence (welcome & directional signs, overall town appearance, etc.)
2. Economic Development
3. Print and Electronic Communication (website, brochures, etc.)
4. Tourism
5. Partnerships (Hillsdale College, Hillsdale Hospital, etc.)

City Manager Mackie reported the city, in collaboration with Hillsdale College, would be featured on the Paul W. Smith Tour in 2018, which would highlight the city through the popular WJR radio show. City Manager Mackie also announced city staff had received a request to submit 1,400 of the city's informational brochures that would be distributed to the state's welcome centers.

General discussion was held on the Marketing and Branding Initiative, as well as the proposed logo and tagline. Specific discussions were held on the proposal to use green as the primary color for the initiative when the new, city entrance signs were dominantly blue. Additional discussions centered on the shape of the proposed logo and a recommendation to remove the circular shape of the logo to differentiate it from the existing city seal.

Following discussion, City Manager Mackie recommended a follow-up meeting with Council, city staff, and the public be scheduled for late January 2018.

General Public Comment

No comments were offered.

Adjournment

The meeting adjourned at 7:25 p.m.

Adam L. Stockford, Mayor

Stephen M. French, City Clerk

Hillsdale Board of Public Utilities
Regular Meeting

October 10, 2017

The regular Hillsdale Board of Public Utilities meeting was called to order at the BPU Offices, 45 Monroe Street, Hillsdale, Michigan at 7:00 p.m. by Mr. Barry Hill, President to the Board.

Board Members Present: Mr. Barry Hill, President
Mr. Bob Batt, Vice-President
Mr. Eric Hoffman
Ms. Lois Howard
Mr. Chris Sumnar

Board Members Absent: None

Others present: Mike Barber, Director; Chris McArthur, Deputy Director; Bill Briggs, Water Distribution Superintendent/WWTP Supervisor; Chad Culbert, Electric Distribution Superintendent; David Mackie, City Manager; Stephen M. French, Secretary to the Board; Jeff Pugh, Fleis & VandenBrink; and Sam Bender, Fleis & VandenBrink.

MINUTES

Ms. Howard moved, supported by Mr. Hoffman, to approve the minutes of the September 12, 2017 regular meeting as presented. Motion carried unanimously by voice vote.

BILLS PAYABLE

Mr. Hoffman requested information on the payments to BS&A Software in the amount of \$9,700 and Doberman Technologies in the amount of \$8,160. Director Barber reported the payment to BS&A Software was the payment for the additional training that had been approved by the BPU Board at the July 11, 2017 meeting. Director Barber explained the Doberman payment included \$2,240 for the setup of the new Microsoft Surface tablets that were being used to track work orders, and \$5,920 for the monthly contract for IT support.

Director Barber then discussed the payment to Santander Leasing, LLC in the amount of \$226,737.14, which was for the annual lease payment for the AMI water meter program.

Moved by Mr. Sumnar, supported by Mr. Batt to approve the above September bills in the amount of \$462,101.91. Motion carried unanimously by voice vote.

MSCPA STATEMENT

Moved by Ms. Howard, supported by Mr. Sumnar, to approve the August MSCPA bill usage in the amount of \$824,988.39. Motion carried unanimously by voice vote.

JULY-AUGUST FINANCIAL REPORT

Mr. Hill requested that additional time at the November meeting be allotted to thoroughly review and discuss the financial reports, as Finance Director Bonnie Tew was unable to attend the current meeting. Mr. Hill voiced concern that the Water Fund balance and the checking account continued to show negative totals in each account. Mr. Hill encouraged other board members to submit any questions or concerns to Ms. Tew prior to the next meeting so a productive discussion could be held in regards to the financial reports.

DIRECTOR'S REPORT

1. Director Barber reported the City of Hillsdale had received an Infrastructure Capacity Enhancement (ICE) grant for the Garden-Mead-Vine-Rippon Street project scheduled to begin in early spring 2018. Director Barber discussed the improvements included in the project that would relocate problematic wastewater and storm sewer lines.
2. Director Barber reported the city's insurance carrier had settled the Townley v City Council for the City of Hillsdale, Hillsdale Board of Public Utilities et al lawsuit and noted no current BPU employees were have found to have embezzled funds as was alleged by Ms. Townley.
3. Director Barber also referenced his retirement notice that was included in the meeting packet. BPU Board members congratulated Director Barber on nearly 40 years of service to the BPU and for his excellent leadership of the utility for the past two years.

ACTION ITEMS

1. Wastewater System Improvements – Anaerobic Digester

Mr. Jeff Pugh and Mr. Sam Bender of Fleis & VandenBrink provided a status report on the repairs that were needed to the anaerobic digester. Mr. Pugh reported a thick rag layer had formed in the digester that precluded the tank from being thoroughly emptied and cleaned so that new equipment could be installed in the tank. Mr. Pugh estimated the project to clean the digester, replace the failing roof insulation, and make necessary repairs to the gas piping system would be \$470,000.

Mr. Pugh presented a report that detailed the accounting of contingency funds and the forecasted costs of the digester repairs. Mr. Bender stated the subcontractors had not yet provided price quotes for the digester repairs that included the installation of an access hatch, dewatering costs, and cleaning. Mr. Pugh reported the majority of the underground work for the entire project had been completed, which would reduce the likelihood of using a large portion of remaining contingency funds for the remainder of the project.

Mr. Hill stated some members of the board, BPU staff, and Mr. Pugh had met on multiple occasions to review options to the project recommendation. Mr. Hill stated a new digester tank was estimated at \$1.7 million, while the removal and subsequent replacement of the roof on the digester was also deemed to be cost prohibitive.

Extensive discussion was held in regards to the construction schedule and the numerous delays that had been experienced with the project. Mr. Pugh noted the project had been delayed for a variety of reasons that included nine (9) change orders and due to commitments made by the contractor for other projects in the area. Mr. Bender stated the original contract length was 600 days that began in December 2015; however, the change orders had pushed this date back. Mr. Bender stated the project's substantial completion date was slated for August 2018.

Mr. Pugh stated if the work to repair the digester was not performed, the city would lose the \$1,000,000 loan forgiveness that had been awarded by the Environmental Protection Agency (EPA). Mr. Pugh stated the city would also incur additional costs associated with the proper storage measures and additional waste transport that would be required if the repairs were not made to the digester.

Mr. Pugh finalized his comments by discussing concerns with issuing a separate contract for the digester repairs, which would be required if additional bond funding was required. Mr. Pugh stated the estimated costs would dramatically increase and the project schedule would be extended if the project was advertised for bid.

City Manager Mackie stated the staff had identified available funding in the Electric Fund that could be used as an inter-departmental loan for the project. City Manager Mackie stated the loan would be similar to the recent purchase of the city's fire truck, which had been funded through an interdepartmental loan with the Cemetery Perpetual Care Fund.

Mr. Sumnar moved, seconded by Mr. Batt, to approve a recommendation to install a hatch door access in the anaerobic digester and have the digester cleaned at an estimated cost of \$170,000. The motion also included authorization to have BPU Director Barber sign all change order documents as necessary for the project. By a voice vote, the motion passed with Mr. Hoffman in opposition.

DEPARTMENT PROJECT PROGRESS REPORTS

Deputy Director McArthur reported UIS and Wheeler World had begun the project to upgrade the controls on engine 5. Mr. McArthur also reported both engines were dispatched for a total of 72 hours without any major, operational issues.

Mr. Briggs reported staff continued to make strides in searching for water loss locations throughout the system. Mr. Briggs also reported the water and wastewater departments continued to meet monthly MDEQ levels.

Mr. Culbert reported lights had been installed near the Winona statute at Mrs. Stock's Park. Mr. Culbert also noted new street lights had been installed on North Manning and two of the three underground projects for the year were 90% complete.

BOARD MEMBER ROUNDTABLE

Mr. Sumnar commended BPU Director Barber for his many years of dedicated service to the utility.

Mr. Batt also thanked Director Barber for his dedication to the BPU and for his leadership during the past two years.

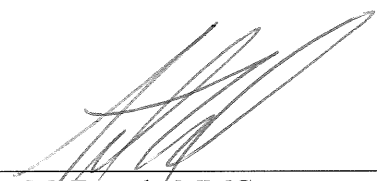
Due to scheduling conflicts, it was determined the next BPU Board Meeting would be held on Tuesday, November 21, 2017 at 7:00 p.m.

PUBLIC COMMENT

No public comments were offered

ADJOURNMENT

The meeting was adjourned at 8:55 p.m.



Stephen M. French, MMC
Secretary to the Board

MINUTES APPROVED: November 21, 2017

The 15th Annual Paul W. Smith *Pure Michigan* Tour 5/4/18 – 5/11/18



Your mornings on *The Great Voice of the Great Lakes* kicks off with **Paul W. Smith** from 5:30 to 9 a.m. Whether he's interviewing business leaders, elected officials, or a Hollywood celebrity, Paul W. has a warm and conversational style that keeps listeners tuned in.

Recently inducted into the **National Radio Hall of Fame** and dubbed by the **Wall Street Journal** as "**The King Of Talk Radio in Detroit**," Paul W. is the only broadcaster who has been asked to fill in for three of the biggest names in the business; **Paul Harvey, Rush Limbaugh, and Sean Hannity.**

Born and raised in Monroe, MI and graduate of the University of Michigan, Paul W. has an extensive background in both talk radio and television with **roots right here in the great State of Michigan.** He has hosted both radio and TV shows in Toledo, and has been on the airwaves in New York City at WABC and WMCA. Prior to returning to Detroit and WJR in 1996, Paul W. was on the air at WWDB-FM in Philadelphia.

In 2018, **Paul W. Smith will host the 15th Annual Pure Michigan Tour.** Next year's broadcast tour will be **May 4th, 2018 – May 11th, 2018.** The Paul W. Smith Show will **broadcast live** from a different Michigan destination each day of the week for six consecutive business days.

Each day's broadcast will focus on one area. Past locations have included: Grand Traverse Resort and Spa, CityFlats Hotel in Holland, Michigan International Speedway, The La-Z-Boy Center Meyer Theatre at MCCC in Monroe, Mountain Grand Lodge at Boyne, Grand Hotel on Mackinac Island, Sugar Beach Resort in Traverse City, Inn at Bay Harbor, the Soo Locks in Sault Ste. Marie, JW Marriott in Grand Rapids, Bad Axe, Treetops Resort, Campus Martius in Detroit, Hudsonville Ice Cream, and the Bavarian Inn Lodge in Frankenmuth. As a host sponsor of the 2018 tour, Hillsdale College will have a tremendous opportunity to tell its story to nearly one million people making up the Midwest's most influential audience.

Hillsdale College Broadcast Date: Friday, May 4th, 2018 (5:30AM-9AM)

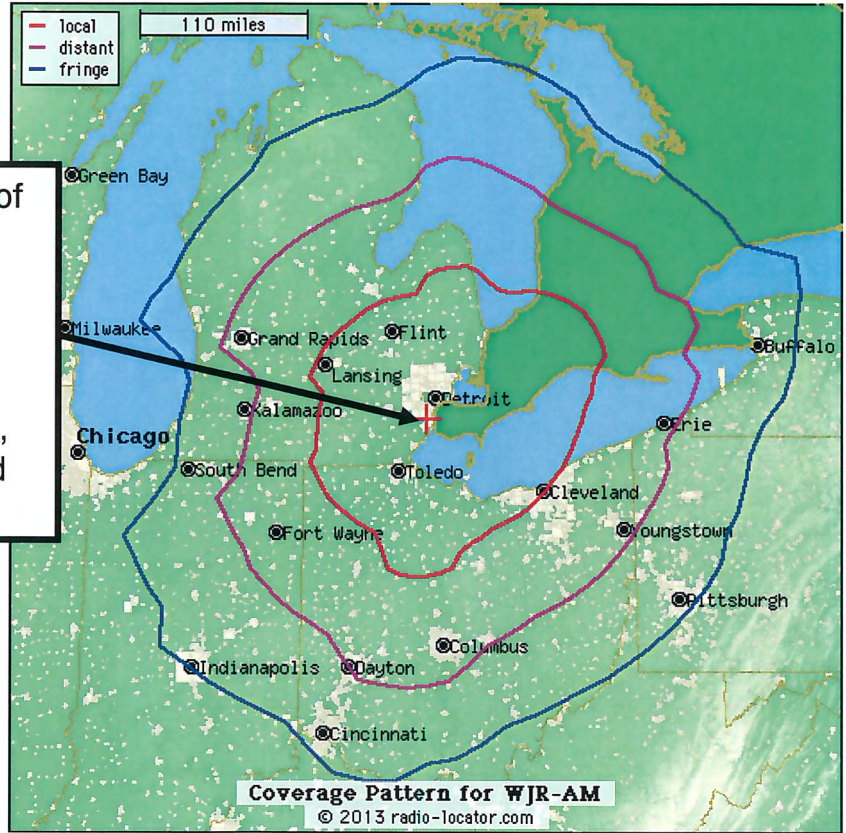


The 15th Annual Paul W. Smith Pure Michigan Tour

The Power of the Signal!

The Great Voice of the Great Lakes signal coverage!

No other radio station reaches more of Michigan, Ohio, Indiana and Canada!



Paul W. Smith is Michigan's respected voice for business, government and the social scene. Influential decision-makers in Detroit, Lansing, Flint, Ann Arbor and 112 Midwest counties that WJR reaches every day will hear this special broadcast. With nearly 1,000,000 weekly listeners throughout the Midwest, WJR continues to be the dominant voice of the Great Lakes region!



FISHER BUILDING

The 15th Annual Paul W. Smith *Pure Michigan Tour*



Listener Fact: WJR ranks #1 most listened to station in Michigan reaching adults 18+ years old (AQH: 35,100) and **Paul W. Smith is the #2 most listened to morning show in Michigan reaching adults 18+ years old (AQH: 36,600)! WJR leads the way with weekly time spent listening at 6 hours on average.**

Source: Nielsen, FA16/SP17 – National Regional Database, M-F, 6a-7p and M-F, 6a-9a

The Paul W. Smith Pure Michigan Tour Broadcast includes:

- Special 3-hour Paul W. Smith Morning Drive broadcast
- Two live sponsorship mentions each hour of the broadcast (12x total)
- Inclusion in twenty (20) on-air tour broadcast promotion announcements
- Three (3) live interview segments during the broadcast (1x per hour)
- Bank of sixty (60) 30-sec commercials or forty (40) 60-sec to be used anytime before **April 1st** to **June 30th**, 2018 (based equal rotation, M-F, 6am-7pm)
- Bank of 300x 30-sec or 200x 60-sec www.WJR.com online streaming commercials to be used anytime before December 30, 2018 (M-Su, 6a-Mid)
- Logo placement on the Paul W. Smith/Pure MI Tour page located at www.WJR.com/paulwsmith May 2017 thru April 2018
- Podcasts of all interviews to be posted on WJR.com thru April, 2019

Total Investment: \$25,000 net

Billing split \$20,000 Hillsdale College, \$2,500 City of Hillsdale, \$2,500 Hillsdale Chamber of Commerce

Phone lines required for the broadcast

Investment includes all additional production and engineering costs

Confirmation Signature / Location

11-28-17

Date Signed

NEWS • TALK • 760 AM

WJR



City of Hillsdale Agenda Item Summary

MEETING DATE: December 4, 2017

ITEM: Communication/Petitions

SUBJECT: Leaf Collection

BACKGROUND PROVIDED BY: DPS Director Jake Hammel

The Department of Public Services completed the first two rounds of scheduled leaf collection on Friday November 17th. The additional third collection began on Monday November 20th and was completed in all four wards on Thursday November 30th.

Any leaf piles that remain, were placed in the street, or on the terrace after completion of the third and final round of collection, will need to be removed and stored out of the city right-of-way until spring leaf collection. Alternatively, the leaves can be brought to the city compost site Tuesday-Friday 7am-3pm.

Property owners may be cited for not removing leaves promptly from the city right-of-way. The leaves clog storm water grates and pipes, and also interfere with our ability to plow the streets effectively along the curbs.



City of Hillsdale Agenda Item Summary

MEETING DATE: December 4, 2017

AGENDA ITEM: Communications/Petitions

SUBJECT: Airport Capital Improvement Plan (ACIP)

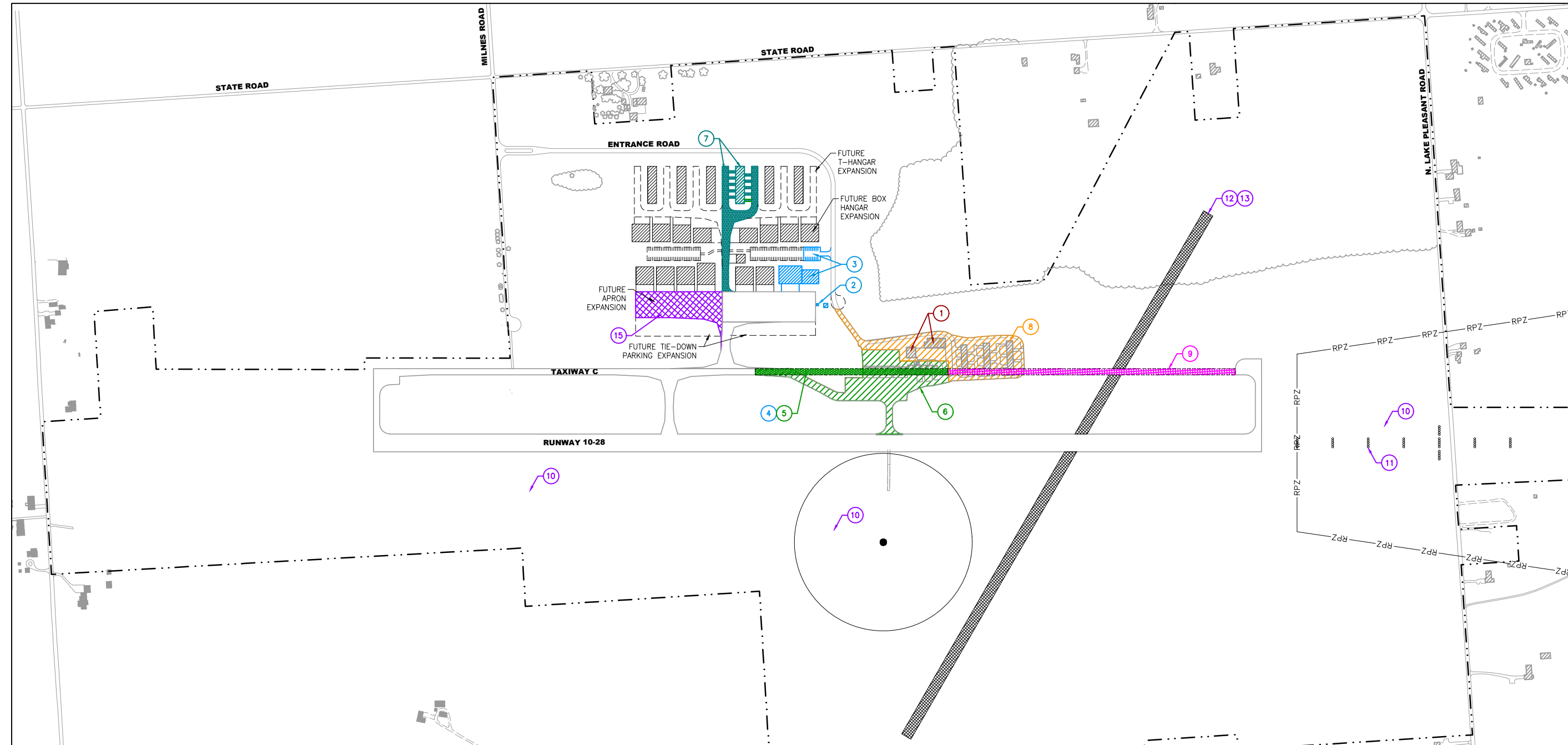
BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

Given the questions surrounding the Hillsdale Municipal Airport that surfaced at our last City Council meeting regarding the two privately owned hangars at the airport, future airport plans, and processes we must follow when dealing with federal aviation funds, I thought it would be beneficial to have our aviation consultant, Nic Patterson, PE, Senior Aviation Engineer with RS&H, make a presentation to the City Council on our 2018-2028 ACIP. Attached is the 2018-2028 ACIP drawing for your review, in addition to an MDOT Power Point presentation entitled, "The Value and Importance of Your Community Airport."

RECOMMENDATION

No action is required. Mr. Patterson's presentation will provide information to better understand how the airport operates and how capital funding is derived. Mr. Patterson will also be available to answer any questions about the airport.

T:\HILLSDALE\ACIP\MAP 2017\CAD\C\PM 10-YEAR ACIP.DWG 11/30/2017 1:53 PM



RS&H Michigan, Inc.
 827 WILLOW RUN AIRPORT
 2ND FLOOR
 Ypsilanti, Michigan 48198
 734-484-0962 FAX 800-898-4387
 www.rsandh.com



HILLSDALE MUNICIPAL AIRPORT

CONSULTANTS



SCALE: 1" = 300'
 300' 150' 0 300'

REVISIONS

NO.	DESCRIPTION	DATE

DATE ISSUED: NOVEMBER 2017
 REVIEWED BY: NJP
 DRAWN BY: RE
 DESIGNED BY: RE

© 2016 RS&H INC.

**AIRPORT
 10 YEAR CIP
 2018-2028**

2018

- 1. ACQUIRE EXISTING PRIVATE HANGARS

2019

- 2. CONSTRUCT NEW FUEL FARM
- 3. CONSTRUCT ADMIN. BUILDING, FBO - TERMINAL FACILITY (AS FUNDS ALLOW)
- 4. EAST PARALLEL TAXIWAY FOR RUNWAY 10-28 - PHASE 2 DESIGN

2020

- 5. EAST PARALLEL TAXIWAY FOR RUNWAY 10-28 - PHASE 2 CONSTRUCTION
- 6. DEMOLISH EXISTING TERMINAL FACILITY - TERMINAL FACILITY PHASE 3

2022

- 7. CONSTRUCT TAXILANE AND T-HANGAR TERMINAL FACILITY PHASE 4

2023

- 8. DEMOLISH EXISTING HANGARS

2024

- 9. EAST PARALLEL TAXIWAY FOR RUNWAY 10-28 - PHASE 3

FUTURE PROJECTS

- 10. GRADING FOR GROUP "C" RSA, REPLACE AWOS
- 11. MEDIUM INTENSITY APPROACH LIGHTING SYSTEM (MALS/R)
- 12. DESIGN CROSSWIND RUNWAY 4-22
- 13. GRADING FOR RUNWAY 4-22
- 14. SNOW REMOVAL EQUIPMENT
- 15. APRON EXPANSION

The Value and Importance of Your Community Airport

Presented By:

The Michigan Department of
Transportation's

Office of Aeronautics



Introduction

- *The Office of Aeronautics* is a division of the Michigan Department of Transportation
- Duties & Functions
 - Administer the Airport Improvement Program (State & Federal)
 - Approximately \$112 million investment for FY 2013
 - Enforce the Michigan Aeronautics Code
 - Inspect and License all public-use airports
 - Administer the Michigan Tall Structures Act
 - Promote Aviation Safety
 - Airport Planning and Zoning

MDOT Office of Aeronautics



Programming Section

- Airport Improvement Programming
- Fiscal Coordination
- Project Development

Planning & Development Section

- Project Management
- Tall Structure permits & Zoning
- Environmental, Real Estate
- Air Service Program

Transport & Safety Section

- Support & develop commercial air service
- Install & maintain nav aids, AWOS, fleet avionics
- Provide air transport
- Aviation safety & education
- Fiscal management
- Licensing
- Safety & Compliance

Outline

- Commerce & Transportation (the connection)
- Current Importance of Aviation to a Community
 - Business of General Aviation (GA) In Michigan
 - Economic Importance of Aviation in Michigan
- The Future Importance of Aviation to the Community
 - The Transportation Crisis
- Michigan Airport System Plan (MASP)
 - Airport Tier Criteria
- Summary

Aviation in Michigan

- **235 licensed public-use landing facilities**
- **13,610 active pilots**
- **6,500 registered aircraft**
- **17 commercial airports**
- **30 scheduled airlines**
- **6 aircraft manufacturers**
- **31 aircraft/component repair stations**
- **6 military aviation facilities**

Commerce & Transportation

- **Commerce:** the transport of commodities from place to place for exchange purposes.
- **Commodity:** an article of trade or commerce which can be transported.
- Trade is between communities, states, or countries.

Transportation Networks

Airports Provide a Key Link

<u>Type</u>	<u>Infrastructure</u>	<u>Mode</u>
■ Shipping	Ports, etc	Bulk Transit
■ Trains	Right of Way	Mass/Bulk Transit
■ Automotive	Roadways	Mass/Individual
■ Aviation	Airports	Mass/Individual

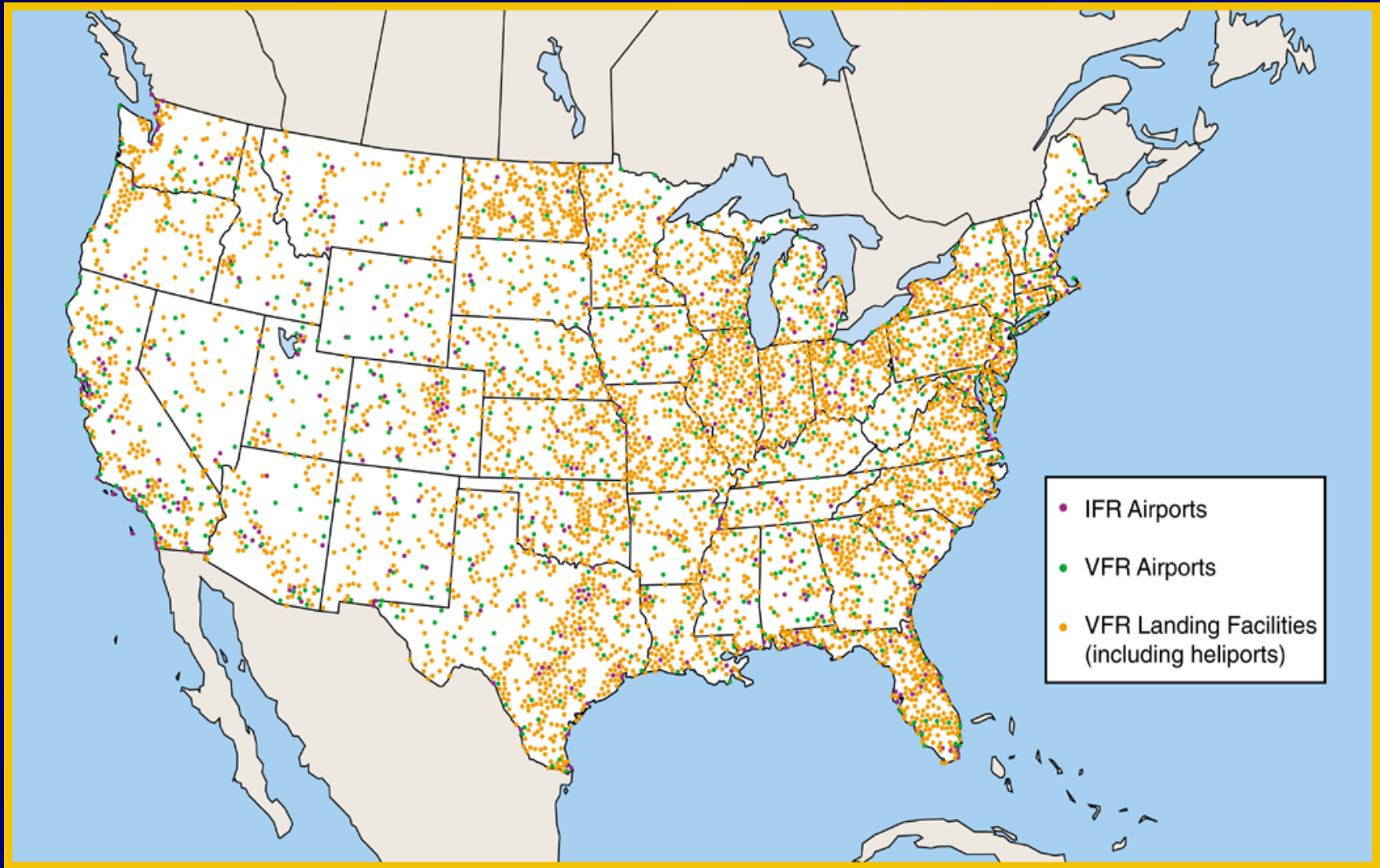


Airports Provide Access

- **Airports form a transportation network, just as our US highway system provides access for businesses and tourists**
 - Michigan has 235 Public use landing facilities, only 18 with Air Carrier Service
 - The USA has 5,400 public airports, 550 with Air Carrier Service
 - 166 million passengers a year travel via General Aviation, making it America's largest "airline."

If you pave a mile of highway, you can go a mile, if you pave a mile of runway, you can go anywhere . . .





The Business of General Aviation (GA)

- GA defined as everything other than Commercial Air Service and Military
- GA contributed \$150 billion to the nation's economy (2012)
- GA employs 1.2 million people (\$53 billion payroll) in US
- 70% of the 31 million hours flown are for business
- America's crop yields would drop by 50% without routine agricultural GA use



Aviation is Vital

To Michigan's Economy and Quality of Life

- Essential to attract and retain industry
 - Over 1,000 companies, with 1 million employees, operate aircraft in Michigan
 - 5th nationwide in number of business aircraft
- When Time is Critical
 - Overnight delivery (Fed Ex, UPS, USPS, etc.)
 - Manufacturing - “just-in-time-inventory”
 - Police, firefighting, search and rescue
 - Health & safety (air ambulance, organ transplant)
- Business Aviation is the fastest growing segment of General Aviation

Economic Impact of Aviation in Michigan

- Aviation contributes \$11 billion annually
- 50 million passengers annually
 - 34 million Air Carrier passengers
 - 16 million General Aviation passengers
- One billion pounds of air cargo



*Michigan's public-use airports provide access
to the nation's 5,400 airports*

Hillsdale Municipal Airport Economic Impact

On-going Contribution to Local Economy (2014)

Service Area: Hillsdale

	Jobs	Income (\$)	Output (\$)
Direct Effect:			
Airport (incl. FBO and air related tenants)	3	\$5,400	\$426,600
Airport Tenants: non air related	0	\$0	\$0
Off Site: supported by Visitor Spending	7	\$118,085	\$369,500
Off Site: Staff or Cargo Reliant	2	\$121,548	\$659,302
Supplier and income re-spending effects*			
Due to Airport and Related activities**	3	\$5710	\$323,096
Due to Visitor Spending	2	\$57,276	\$195,753
Due to reliance on Air Transport	3	\$102,223	\$402,674
Total Impact from Airport activities	20	\$410,243	\$2,376,925

* Impact on the Service-area economy as defined

** Supplier and income re-spending effects pertain only to air-related and air support activities

*Developed by Economic Development Research Group, Inc.,
Boston, MA*

Based Aircraft

- 10 single engine aircraft



Airport Improvement Projects (AIP)

How funded?

- Federal Funds
 - “FAA Modernization and Reform Act of 2012”
 - “AIP” funding ends 2015 (approximately \$3.5b)
 - Airways & Airports Trust Funds
- State Funds
 - Aviation Fuel Tax, \$.03 per gallon since 1929
 - Detroit Metro Parking Tax
- Local Funds
 - Used to match Federal and state grants (typically 5% of project total)



AIP Program

There is no greater return on investment than the impact of a state dollar invested in the AIP program. AIP investments projected in 2013 for aviation infrastructure improvements is **\$112 Million** shared as follows:

- Federal: \$85.0
- State: \$14.0 (includes \$10 million one-time funding from HB4025)
- Local: \$13.0

The 2013 program includes projects at over 100 local airports to maintain and improve airfield pavements and lighting, navigation and weather systems, purchase snow removal and firefighting equipment, develop facilities for airport tenants and to operate and maintain the airport. **These investments directly benefit many local contractors and suppliers through wages and purchases. It is estimated that 43 jobs are impacted for every \$1 Million invested in aviation construction.**

Michigan Airport System Plan

- Key policy and guidance document
- Used to determine federal and state funding at Michigan's 235 public use airports



Charlevoix is a Tier I Airport

- Population Centers
- **Business Centers**
- Convention & Tourism Centers
- General Population
- Capacity (critically short in S. E. Mich)
- Land Coverage (Safety)
- **Isolated Populations**



- Tier I – airports respond to essential / critical state airport system goals (88 airports)
- Tier II – complement the essential/critical state airport system and/or respond to community needs (25 apts)
- Tier III – duplicate services provided by other airports and/or respond to specific needs of individuals and/or small businesses

Hillsdale Muni

Your community is **fortunate** to have an airport.

If you lose your community airport, it is **extremely unlikely** you will ever have another.



SUMMARY

- **Aviation is critical to our nation's transportation system**
- **General Aviation contributes positive economic impact to your community**
- **Aviation as a transportation mode is expected to expand rapidly over the next 25 years**
- ***The new business highway is in the SKY, and your local airport is a handy access ramp***



“From the first paved runway in the world to the first mass-produced all-metal airliner, the state has led the way in pioneering aviation achievements.”

Let's preserve our airport network!





City of Hillsdale Agenda Item Summary

MEETING DATE: November 20, 2017

AGENDA ITEM: Public Hearing

SUBJECT: 425 Agreement with Fayette Township

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

The Meijer Corporation has secured a purchase agreement with Fayette Farm, LLC for a parcel of land located on Taylor Road near M-99 in Fayette Township. The future development of the property would require the provision of City services that are not currently available to the site. As a stipulation in the purchase agreement, Meijer Corporation is requesting a 425 Agreement between the City of Hillsdale and Fayette Township, which would allow City services to be extended to the site.

The attached 425 Agreement is the FINAL version as of November 29th, which includes two changes, requested by Fayette Township and approved by Meijer, from the original Agreement approved by City Council on November 20th. The changes include the definition of "Developer" and a modification to the starting deadline for the project from 20 to 10 years. The City Administration is in complete support of the changes.

RECOMMENDATION

Staff recommends City Council approve the FINAL 425 Agreement with Fayette Township, encourage Fayette Township to approve the 425 Agreement and authorize Mayor Stockford to sign the document on behalf of the City.

**AGREEMENT FOR CONDITIONAL
TRANSFER OF PROPERTY**

THIS AGREEMENT ("Agreement") is entered into on _____, 2017 (the "Effective Date"), by and between the City of Hillsdale, a Michigan municipal corporation, of 97 N. Broad Street, Hillsdale, Michigan 49242, (hereinafter referred to as "City") and the Township of Fayette, Hillsdale County, Michigan, a Michigan municipal corporation, of 211 North Street, Jonesville, Michigan 49250, (hereinafter referred to as "Township"). The City and the Township may be referred to in this Agreement individually as a "Party," or together as the "Parties."

WITNESSETH:

WHEREAS, there are certain areas within the Township that are adjacent to the City; as more particularly hereinafter described (hereinafter the "Territory"), on portions of which a Meijer, Inc., the proposed Developer, or its successors and assigns ("Developer") is considering the construction of a commercial development to which retail services will be offered and/or extended (the "Development"), and

WHEREAS, the Territory is in need of certain public services, including but not limited to water, sewer, public safety and transportation services (hereinafter collectively referred to as the "City Public Services") to make it suitable for the contemplated Development, which services the Township cannot provide, and

WHEREAS, the Development would promote economic progress and an improved quality of life within the City and the Township as a result of anticipated increases in population and the associated cash flow, as well as from additional employment opportunities for other area residents, and

WHEREAS, the City has in existence the capacity to furnish City Public Services to the Territory and will negotiate with Developer as to the terms and conditions under which City Public Services might be provided to the Territory, and

WHEREAS, the City is willing to provide City Public Services to the Territory and an agreement acceptable to the City has been negotiated and entered into with the Developer regarding payment for the cost of the construction, improvements, equipment and/or personnel required to furnish City Public Services ("Development Agreement"), and

WHEREAS, the City and the Township have reviewed the provisions of Act 425 of 1984 (MCL 124.21, et seq; MSA 5.4087 (21) et seq.), pertaining to transfers of property for economic development projects, and consider them useful and applicable to the purpose of this Agreement,

NOW, THEREFORE, pursuant to the authority contained in Michigan law and in consideration of the covenants and conditions hereafter contained, it is hereby agreed by and between the Parties hereto as follows:

1. Territory. The Territory within the Township, as particularly described in the attached Exhibit A, which is made a part hereof by reference, shall be conditionally transferred from the jurisdiction of the Township to the jurisdiction of the City on the terms set forth in this Agreement when Developer is owner of the Territory and submits a written request to the City

for City Public Services (“Request for Service”). During the term of this Agreement or any renewal of this Agreement, the City of Hillsdale shall not participate in any efforts to annex the Territory from the Township to the City.

2. Services. Upon the City’s receipt of Request for Service (“Request Date”), the City agrees to make available to the Territory all City Public Services now available to residents and property owners within the City in the same manner and subject to the same conditions and, except as set forth in this Agreement, the same limitations as are now or hereafter applicable to other residents, property owners, similar properties and/or developments throughout the City.

Any construction or improvements required to furnish such City Public Services to the Territory shall be accomplished or permitted by the City under such reasonable conditions and limitations as are applicable to such construction and improvement throughout the existing City.

3. Jurisdiction. Upon the Request Date, the jurisdiction of the Territory shall be transferred to the City and the City shall have full authority and municipal jurisdiction over said Territory in the same manner and to the same extent as though the Territory were unconditionally a part of the City, including among other authorities, the right and power of taxation, the levying of special assessments, police and fire protection responsibility, and all City ordinance enforcement authority. Notwithstanding the foregoing, transfer of jurisdiction is for the Territory to receive City services and this Agreement does not amount to an annexation; and all compulsory and discretionary land use approvals, all permits and all licenses, secured by Developer for the Development prior to the Request Date shall remain in full force and effect. The Development shall remain in the Township of Fayette.

4. Revenue Sharing.

- A. Subsequent to the receipt by the City of the Request for Service (“Request Date”), and during each year of this Agreement's term in which any part of the Territory is subject to property tax assessment by the City pursuant to this Agreement, the City shall pay the Township an amount equal to \$2.00 per \$1,000 of Taxable Valuation of said Territory and 50% of any state shared revenues that the City receives that are attributable to the Territory on a per capita basis.
- B. The City shall pay all payments required hereunder and provide the calculation pertinent thereto to the Township not later than October 15 of each year.
- C. In the event of constitutional, statutory or case law changes to the system by which the City receives revenues from the property within the Territory from ad valorem taxes to a different taxing system, it is agreed and understood between the Township and City that the revenue sharing provided for in this Agreement as compensation to the Township shall be adjusted to provide an equivalent annual amount to that based on the calculation of \$2.00 per \$1,000 of Taxable Valuation of said Territory.

5. Assets and Liabilities. No other division of assets between the City and Township shall result or be required because of the conditional transfer herein set forth. The City shall assume, defend, indemnify and hold the Township harmless from all liability inherent in and with the conditional transfer of jurisdiction over the Territory from and after the Request Date of the transfer of jurisdiction. It is expressly understood and agreed, however, that the City does not assume any liability for and including, but not being limited to, liability and claims of liability

for any acts, occurrences, events or omissions that the Township caused, undertook, permitted or allowed or for which the Township otherwise has or might have liability that preceded, arose and/or occurred prior to the execution of this Agreement. It is further expressly agreed and understood, however, that the City does not assume and that the Township shall defend, indemnify and hold the City harmless from all liability and claims of liability for and including, but not being limited to, any Township acts, occurrences, events or omissions that preceded or arose prior to or because of the execution of this Agreement, as well as from any liability or claim of liability that might be assessed or asserted against the Township that are wholly or partially predicated on, arise or because of the Township's entry into this Agreement.

6. Planning. The following contract items relate to the land use and planning aspects associated with the properties to be conditionally transferred.
 - A. The City shall, through the application of its existing Zoning Ordinance or revised ordinances, buffer industrial and commercial uses from existing residential uses by using established techniques, within the Territory and those areas in the Township that are immediately outside the Territory.
 - B. The City and Township each agree to appoint three (3) representatives residing in their respective jurisdictions to meet together as an advisory committee for the purpose of reviewing and commenting on development proposals on properties within the Territory. These comments, which are advisory in nature, shall be relayed to the City Planning Commission and City Council, which have the final authority and the sole discretion to finally approve, modify, or reject any development plans and zoning changes within the Territory. The City and the Township shall each establish its own procedures for appointment to the advisory committee, by resolution. The advisory committee shall establish its own procedural rules as deemed necessary.
 - C. The City shall keep the Township informed of each proposed commercial site development plan in the Territory during the term of this Agreement. The City agrees to encourage and guide development of the Territory and the property within it.
 - D. The City agrees to consult the joint planning committee to allow review and receipt of comments concerning the future land use of the transferred area.
 - E. Notwithstanding the foregoing to the contrary, all compulsory and discretionary land use approvals, all permits and all licenses, secured by Developer for the Development prior to the Request Date shall remain in full force and effect.

7. Resolution of Disputes. During the Term of this Agreement (as defined in Paragraph 8 below) and renewals, if any, it is recognized by both Parties that disputes might arise between the City and the Township regarding the meaning, interpretation or application of the terms of this Agreement. It is further recognized that the City or Township might default or be alleged to have defaulted in its obligations under this Agreement, whether inadvertently or otherwise. For purposes of this Agreement, a "dispute" is defined as any matter that does not involve the suggested termination of the Agreement and a "default" is defined as those matters wherein termination of the Agreement is the suggested remedy. In order to provide for a method to identify and resolve such disputes and defaults, whether actual or alleged, the following procedures are established for the filing and resolution of grievances:

A. Disputes. The following procedures shall apply and control in the event of a dispute or alleged dispute between the Parties concerning the meaning, interpretation or application of the terms of this Agreement:

1. The aggrieved party shall, within thirty (30) days of the date it discovers or should have discovered the existence of a dispute, deliver a written, detailed specification of the facts and circumstances giving rise to and describing the alleged dispute, together with requested remedy to the non-aggrieved party (hereinafter "Notice of Dispute").

2. Within thirty (30) days after the date upon which the Notice of Dispute is received, the non-aggrieved party shall either accept or reject the Notice of Dispute. Such acceptance or rejection shall be in writing and shall be delivered to the aggrieved party within said thirty (30) day period. Failure of the non-aggrieved party to file an acceptance or rejection within said thirty (30) day period shall be deemed to have the same force and effect as an acceptance.

a. If an acceptance is delivered to the non-aggrieved party with respect to the Notice of Dispute, the matter shall be resolved on the basis of the suggested remedy contained therein.

b. If a rejection is delivered to the non-aggrieved party with respect to the Notice of Dispute, the rejection shall include a written, detailed specification of the facts and circumstances relied on by the non-aggrieved party in rejecting the facts and circumstances alleged in said Notice of Dispute and/or in support of its rejection of the requested remedy.

c. Within ninety (90) days after the date upon which a rejection is delivered to the aggrieved party, but not thereafter, either party may compel the submission of all issues in dispute to binding arbitration, such to be subject to the procedures set forth in Paragraph 18 below.

B. Default. The following procedures shall apply and control in the event of a default or alleged default between the Parties concerning the meaning, interpretation or application of the terms of this Agreement:

1. The aggrieved party shall, within ninety (90) days after the date it discovers or should have discovered the existence of a default, deliver a written, detailed specification of the facts and circumstances giving rise to and describing the alleged default, together with a requested remedy to the non-aggrieved party (hereinafter "Notice of Default").

2. Within ninety (90) days after the date that the Notice of Default is received, the non-aggrieved party shall either accept or reject the Notice of Default. Such acceptance or rejection shall be in writing and shall be delivered to the aggrieved party within said ninety (90) day period. Failure to file an acceptance or rejection within said ninety (90) day period shall be deemed to have the same force and effect as though an acceptance had been filed.

a. If an acceptance is delivered to the non-aggrieved party with respect to the Notice of Default, the matter shall be resolved on the basis of the suggested remedy contained therein.

b. If a rejection is delivered to the non-aggrieved party with respect to the Notice of Default, the rejection shall include a written, detailed specification of the facts and circumstances relied on by the non-

aggrieved party in rejecting the facts and circumstances alleged in said Notice of Default and/or in support of its rejection of the requested remedy.

- c. Within ninety (90) days after the date that a rejection is filed with the aggrieved party, but not thereafter, either Party may compel the submission of all issues in dispute to binding arbitration, such arbitration to be subject to the procedures set forth in Paragraph 18 below.

8. Term: This Agreement, except as hereinafter provided, shall continue in effect for an initial term of thirty (30) years from its "Effective Date":
 - A. The effective date of this Agreement shall be the Effective Date set forth in the first paragraph; provided that there has been no petition for referendum in accordance with Act 425 and Paragraph 16 below. In the event there is a referendum and the referendum election rejects the transfer contemplated by this Agreement, there shall be no conditional transfer of the Territory. In the event the referendum election approves the transfer contemplated by this Agreement, the effective date of this Agreement shall be the date it is executed by the last of the Parties to sign after the results of the election approval have been certified.
 - B. At the end of the initial thirty (30) year term provided for in this Agreement, the Agreement shall automatically renew for one additional thirty (30) year term without change from the terms of the original Agreement unless either party provides written notice to the other party of its request to renegotiate not later than thirty (30) days prior to the expiration of the initial thirty (30) year term of this Agreement.
 - C. At the end of the second thirty (30) year term. The Territory shall permanently transfer to the sole jurisdiction of the City.
 - D. Notwithstanding anything contained herein to the contrary, in the event the first phase of the Development anticipated herein is not complete within ten (10) years of the Effective Date of this Agreement, sole jurisdiction of the Territory shall immediately revert to the Township. For purposes of this paragraph, the term "complete" shall mean the execution by Developer of a binding contract with a qualified contractor for construction of at least a portion of the Development and commencement of such construction.
9. Recording Requirement. A copy of this Agreement shall be recorded within thirty (30) days after its Effective Date with the Michigan Secretary of State, the Michigan State Boundary Commission, and the Hillsdale County Register of Deeds for general public notification of the terms thereof.
10. Future Amendments. This Agreement may be modified in writing by subsequent agreement of the City and Township. It is expressly understood and agreed, however, that any potential amendment which would add property to the Territory shall be handled as a separate Agreement and, prior to its execution, there shall be compliance with Act 425 of 1984 (MCLA 124.21 et seq.; and MSA 5.4087(21) et seq.).
11. Termination by Mutual Agreement. The Parties agree that this Agreement may be terminated, at any time, by mutual agreement of the Parties.
12. Disposition of Conditionally-Transferred Properties Upon Termination of Contract. Subject to Paragraph 13 below, if this Agreement is terminated by binding arbitration or on appeal by an appellate court of competent jurisdiction pursuant to paragraph 7(B) because of a "default" as provided therein, the Territory shall transfer to the non-defaulting party, which shall thereafter

exercise sole jurisdiction over it for all purposes. If this Agreement is terminated by mutual agreement of the parties, the Territory shall transfer to the party specified therein, which shall thereafter exercise sole jurisdiction over it for all purposes.

13. Services Upon Termination.

- A. If the Territory reverts to the Township within twenty (20) years of the Effective Date of this Agreement as a consequence of this Agreement's termination by mutual agreement, binding arbitration pursuant to paragraph 7(B) based on the City's default, or because the Developer does not "complete" (as that term is defined in paragraph 8C) the first phase of the development within said twenty (20) year period, the City shall be excused and released from any and all obligations that it might otherwise have hereunder to the Township including, but not limited to, the provision of any public services to the Territory.
- B. If the Territory reverts to the Township within its term but more than twenty (20) years after the Effective Date of this Agreement as a consequence of this Agreement's termination by mutual agreement or binding arbitration pursuant to paragraph 7(B) based on the City's default, but after the construction of the development is "complete" (as that term is defined in paragraph 8(C)), the City shall thereafter continue to provide water and sanitary sewer service to the Territory at the same rate as City residents but shall be excused and released from any and all additional obligations that it might otherwise have hereunder to the Township.

14. Public Hearing. The Township Board of the Township, and the City Council of the City, shall each hold at least one public hearing within its jurisdiction regarding the within Agreement before executing it, preceded by notice that complies with the requirements of the Michigan Open Meetings Act.

15. Precedent. It is understood and agreed that this Agreement shall not constitute a precedent for all future conditional transfers of territory between the City and Township. However, the Parties further state that it is their desire to utilize the format and terms of this Agreement, when appropriate, for future agreements regarding territory intended for use in connection with the project described herein.

16. Referendum. If, within thirty (30) days after the last of the public hearings has been held, a petition signed by 20% or more of the registered electors residing within the property proposed to be transferred; or if no registered electors reside therein, signed by persons owning 50% or more of the property to be transferred, is filed with the Township Clerk, a referendum election shall be held within the Township on whether or not this Agreement should be executed by the Township. The results of such election shall govern the execution of this Agreement by the Township. If no such petition is filed, this Agreement shall become effective in accordance with Paragraph 8 hereof.

17. Emergency Services Clause. It is mutually agreed between the Parties herein that any police, fire, or other emergency service that has been or is secured by the Township prior to or during the term of this Agreement may enter the Territory for the purpose of providing emergency, services to Township properties within it and/or to areas adjoining its boundaries.

18. Arbitration. In the event either Party requests arbitration of any issue related to this Agreement, both Parties agree that such issues(s) shall be submitted to binding arbitration on the following basis:
- A. An arbitration panel shall be established consisting of one representative appointed by each Party and a third person to be selected by the first two appointees.
 - B. Each Party shall be responsible for and shall promptly pay for the costs of its appointee and one-half of the costs for the third appointee.
 - C. The arbitration panel shall hear and receive such evidence and information from the Parties as it determines to be relevant and material to the issue(s) before it and may request the presentation of such additional evidence from the Parties, or either of them, as it deems relevant and necessary to enable it to render its decision regarding the issue(s) before it; provided, however, that the arbitration panel may not amend, modify or change the terms of the Agreement in any respect whatsoever.
 - D. The arbitration panel shall render its decision in writing within sixty (60) days after the date on which proofs are closed and the hearing is ended, which decision shall be binding on the Parties without recourse to the courts for review, except and unless such decision is contrary to the great weight of the evidence presented.
19. Severability. Should any provision of this Agreement be found by a competent court to be unconstitutional, it shall be severed from the Agreement and the remaining provisions shall remain in full force and effect, providing that the purpose and intent of the Agreement be not then subverted as a result of the findings and orders of the Court. In such latter event of subversion, the governing bodies of the City and Township shall then negotiate for the purpose of resolving the problem and revising the Agreement to fulfill its intent and purpose for the health, safety, welfare, convenience and financial stability of the parties and the community.

It is hereby agreed that this Agreement shall be binding upon all successor governmental units that might hereafter acquire or assume jurisdiction over all or part of the Territory.

[Signatures on Next Page]

IN WITNESS WHEREOF the City of Hillsdale has executed this Agreement the ____ day _____, 2017.

Signed in the presence of:

CITY OF HILLSDALE

Adam Stockford, Mayor

Stephen French, City Clerk

STATE OF MICHIGAN)

) ss.

County of Hillsdale)

Subscribed and sworn to before me by Adam Stockford, Mayor of the City of Hillsdale, and Stephen French, Clerk of the City of Hillsdale, this ____ day of _____, 2017.

Notary public

IN WITNESS WHEREOF the Township of Fayette has executed this Agreement the ____ day _____, 2017.

Signed in the presence of:

TOWNSHIP OF FAYETTE

John Kalusniak, Supervisor

Karen Sparks, Clerk

STATE OF MICHIGAN)

) ss.

County of Hillsdale)

Subscribed and sworn to before me by John Kalusniak, Supervisor for the Township of Fayette, and Karen Sparks, Clerk of the Township of Fayette, this ____ day of _____, 2017.

Notary public

EXHIBIT A

Land situated in the Township of Fayette, County of Hillsdale, and State of Michigan, described as:

A parcel of land lying in the NE 1/4 of Sec. 16, T68. R3W. Fayette Township, Hillsdale County, Michigan, described as beginning at a point on the E-W 1/4 line of Sec. 16, said point being 296.17 ft. E of the center of Sec. 16 thence N 07° 25' 37" W, 299.14 ft.; thence N 78°42' 58" E., 185.87 ft. to the centerline of State Highway M-99; thence S 07° 33 '04" E along centerline of State Highway M-99, 328.02 ft. to a delta point; thence S 07°48'28" E along centerline of State Highway M-99, 9.79 ft. to E-W 1/4 line of Sec 16; thence N 89°25'32" W along E-W 1/4 line of Sec 16, 188.06 ft. to p/o/b subject to legal highways, restrictions, conditions & easements of record. Containing 1.358 acres more or less EXCEPTING THEREFROM any portion of above described land taken for public highway purposes as set forth in Liber 445 of Deeds, page 69, Hillsdale County Records. The bearings in the above description are correlated with the plat of "Jacob Beck Subdivision" as recorded in Liber 6 of plats, page 8 Hillsdale County Records.

ALSO, beginning at a point on E-W 1/4 line of Sec 16, said point being 236.17 ft. E of the center of Sec 16 of the E-W 1/4 line; thence E 60 ft. on the E-W 1/4 line; thence N 07°25'37" W 299.14 ft.; thence W parallel with the E-W 1/4 line 60 ft.; thence S 07°25'37" E 299.14 ft., more or less, to the p/o/b. T65. R3W.

The Southeast 1/4 of the Northwest 1/4 and all that part of the Southwest 1/4 of the Northeast 1/4 of Section 16, Town 6 South, Range 3 West, lying West of M-99, except 1.36 acres deeded to Laurel D. Null as described in Liber 1235, page 1, and also except commencing at a point on the East-West quarter line of said Section 16, 236.17 feet East of the center of Section 16, thence East 60 feet on the East-West quarter line, thence North 7 degrees 25 minutes West 299.14 feet, thence West 60 feet, thence South 7 degrees 25 minutes East 299.19 feet to the place of beginning.



City of Hillsdale Agenda Item Summary

MEETING DATE: December 4, 2017

AGENDA ITEM: Old Business

SUBJECT: Airport Hangar Appraisals and Purchase Agreements

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

Attached are the following documents regarding purchase of the two privately owned airport hangars at the Hillsdale Municipal Airport:

- Second appraisal quote from O'Neil Appraisal
- Appraisal Report from Down To Earth Appraisal Services of Osseo, MI
- List pricing on six comparable hangars via HangarNetwork.com
- Purchase Agreement with JW Enterprises, Inc.
- Purchase Agreement with Tim Raker

Members of the Finance Committee were concerned with approving a second appraisal at a cost of \$7,000.00 and requested that the original item be placed back on the City Council agenda for full City Council discussion. Both hangar owners have approved the attached purchase agreements.

Purchase of the hangars is the next step in the 2018-28 Airport Capital Improvement Plan (ACIP) and is being recommended by the City Manager, Airport Manager, Assistant Airport Manager and Airport Advisory Chairman. Payment for these hangars will come largely (\$90,000 - \$100,000) from monies the City will be reimbursed in the next 60 days from MDOT AERO. The remaining balance will come from capital improvement funds.

Currently, a jet is housed in the JW Enterprises' hangar and an airplane pilot/mechanic leases the Raker's hangar. Purchasing the hangars will allow the Airport to continue to work with these existing businesses and promote additional Airport development.

RECOMMENDATION

Staff recommends City Council approve the two purchase agreement with JW Enterprises, Inc. and Tim Raker and authorize Mayor Stockford to sign the document on behalf of the City.

David Mackie

From: Ray O'Neil <rayoneil@oneilappraisal.com>
Sent: Tuesday, November 28, 2017 3:48 PM
To: David Mackie
Subject: RE: Hillsdale Hangar Information

David,

The pricing assumes the buildings are on City owned sites that are leased to the building owners. Also that there are no fueling facilities or public lounge/restaurant areas affiliated with the two hangars.

Because of the limited number of comparables sales for aircraft hangars and the time required to cover the distant between the facilities, we are looking at \$4,500 for the first appraisal and \$2,500 for the second. The second building comparables will be have some cross over so there should be limited additional travel for the second facility.

Should this be acceptable, I could view the facilities next week to get started. We are currently running 4-6 weeks to complete the report. Our retainer requires 50% of the fee paid up front with the balance due at the time the report is delivered.

Thanks,

Ray O'Neil, GAA, RAA

Senior Appraiser
Certified General Appraiser

**Commercial and Residential
Real Estate Valuation Services**



6739 Wellesley Ter
Clarkston, MI 48346
248 674-3333 ph
248 674-1566 fx
248 670-1940 cell
RayONeil@ONeilAppraisal.com

The information contained in this communication is the property of O'Neil Appraisal, LLC and contains confidential and privileged proprietary information intended only for the personal and confidential use of the individual or entity to whom it is addressed. If you are not the addressee or intended user indicated in this message (or an agent responsible for delivery of the message to such person), you are hereby notified that you have received this communication in error and that any review, dissemination, copying or unauthorized use of this message is strictly prohibited. In such case, you should destroy this message and kindly notify the sender by reply e-mail.

From: David Mackie [mailto:dmackie@cityofhillsdale.org]
Sent: Tuesday, November 28, 2017 11:34 AM
To: RayONeil@ONeilAppraisal.com
Subject: Hillsdale Hangar Information

Ray,

Thank you for your call. The following information is on the hangars:

Hangar #1 – 2,700 square feet, 50'x54', built in 1970's that has cement block construction, cement floor, cement block side walls, metal roof, 16' eaves, 100 amp electrical panel, LP gas overhead heating system, small office area, sliding and service doors. The building is in average condition.

Hangar #2 – 5,868 square feet, 54'x102', with a 12'x30' addition, built in the 1980's, that has cement block construction, cement floor, cement block and metal side walls, steel frame trusses, metal roof, 16' eaves, gutters, windows, 100 amp electrical panel, LP gas forced air hearing system, central air, bi-fold overhead and service doors, There is 4,356 square feet of finished area, which is on two floors, that has four offices, conference room, kitchen area, half bath, unfinished office, unfinished bath and storage areas. The building is in average condition.



David E. Mackie
City Manager
97 N. Broad St.
Hillsdale, MI 49242
Phone: (517)437-6444
dmackie@cityofhillsdale.org

Total Control Panel

[Login](#)

To: dmackie@cityofhillsdale.org [Remove](#) this sender from my allow list
From: rayoneil@oneilappraisal.com

You received this message because the sender is on your allow list.

RESTRICTED APPRAISAL REPORT FOR THE:

City of Hillsdale

LOCATED AT THE:

**Hillsdale Airport
3998 State Road
Hillsdale, MI 49242**

PREPARED FOR THE:

**City of Hillsdale
97 N Broad Street
Hillsdale, MI 49242**

INTENDED USER:

City of Hillsdale

EFFECTIVE DATE:

October 24, 2017

PREPARED BY:

Raymond H. Baxter

**Down To Earth Appraisal Services, LLC
5851 Reading Road
Osseo, MI 49266**

Business Phone: (517) 523-3842

Cell Phone: (517) 398-3590

Fax: (517) 523-3874

Certified General Appraiser

MI License #1201069745

OH License #2010000901

Down To Earth Appraisal Services, LLC
5851 East Reading Road
Osseo, MI 49266
Business Phone: (517) 523-3842
Cell Phone: (517) 398-3590
Fax: (517) 523-3874

October 26, 2017

City of Hillsdale
Mr. David Mackie
97 N Broad Street
Hillsdale, MI 49242

Dear: Mr. Mackie:

Per your request, I have completed a Cost Approach Restricted Appraisal of the two buildings located at the Hillsdale Airport. The purpose of the Restricted Appraisal is to estimate the market value of the two buildings as described above for possible purchase. The intended user for this report is the City of Hillsdale and anyone who may be so authorized by the City of Hillsdale to use this appraisal as it pertains specifically to this purpose.

Building #1: 2,700 square feet, 50' x 54', built in the 1970's, that has cement block construction, cement floor, cement block side walls, metal roof, 16' eaves, 100 amp electrical panel, LP gas overhead heating system, small office area, sliding and service doors. The building is currently being used as mechanics shop. The building is in average condition.

My opinion of value, for Building #1 is: **\$27,000**

Building #2: 5,868 square feet, 54' x 102', with a 12' x 30' addition, built in the 1980's, that has cement block construction, cement floor, cement block and metal side walls, steel frame trusses, metal roof, 16' eaves, gutters, windows, 100 amp electrical panel, LP gas forced air heating system, central air, bi-fold overhead and service doors. There is 4,356 square feet of finished area, which is on two floors, that has four offices, conference room, kitchen area, half bath, **unfinished office, unfinished bath and storage areas.** The building is in average condition.

My opinion of value, for Building #2 is: **\$90,000**

The two buildings are located at the Hillsdale Airport, in the Section 30, Adams Township, Hillsdale County. The information used in the valuation of the two buildings is available upon request and would include the Cost Approach only. An exterior and interior viewing of the buildings were completed on October 24, 2017 with Mr. Scott Kurry present. The opinion of value expressed in this report is contingent upon the data provided by the client, county records and the property viewing. It has been a pleasure to assist you and if I may be of further service to you in the future, please let me know.

Appraiser's Note: The two buildings are not currently listed for sale.

The two buildings have not transferred ownership in the past three years.

Scope of Work

The following is the "Scope of Work" used to develop the appraisal. The appraiser's inspection of the two buildings included an interior and exterior viewing. The buildings were inspected and the immediate neighborhood was inspected from the street to determine the quality and apparent condition of the surrounding properties and inspect for any external problems. Flood information was obtained from the FEMA web page. Per the client, the Cost Approach was the only approach to value requested, for determining opinion of value for the two buildings. The Income Approach was excluded from this appraisal due to insufficient rental data. The Sales Comparison Approach was excluded from this appraisal, because this approach was not feasible and not required by the client. The appraiser has completed a **Restricted Appraisal Report**.

Reliance upon this appraisal by anyone other than the client without the expressed written consent of the appraiser(s) is prohibited. Photos contained in this report have been taken with a digital camera. None of the photos have been altered to enhance, to detract or to otherwise present a misleading representation of the appearance of the subject property.

This appraisal and report complies with the **Uniform Standards of Professional Appraisal Practice** as promulgated by the Appraisal Standards Board of The Appraisal Foundation.

Definition of Market Value

The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he or she considers his or her best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable to; and (5) the price represents the normal considerations for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale. *Source: Fannie Mae Form 1004 March 2005/Freddie Mac Form 70 March 2005*

APPRAISER'S CERTIFICATION

I certify that, to the best of my knowledge and belief:

- * The statements of fact contained in this report are true and correct.
- * The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and is my personal, impartial, unbiased professional analyses, opinions, and conclusions
- * I have no present or prospective interest in the property that is subject of this report, and I have no personal interest with respect to the parties involved.
- * I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- * My compensation is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- * My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- * I have made a personal inspection of the property that is the subject of this report.
- * No one provided significant professional assistance to the person signing this report.
- * In accordance to the 2016-2017 Edition of USPAP Requirements, under the Ethics Rule, your appraiser is disclosing that he has not appraised the subject property within the past three years.

This appraisal report is confidential and may not be copied or used for any purpose other than that which is stated herein, or by any person or persons other than the client and those expressly authorized herein, without my prior written consent. If this report is copied or reproduced or used in any manner it must be done so in its entirety including any attachments. No change to any item in this appraisal report shall be made by anyone other than myself.

Respectfully Submitted,



Raymond H. Baxter
Certified General Appraiser
MI License #1201069745
OH License #2010000901

10/26/2017

Date





















APPRAISER'S QUALIFICATIONS

RAYMOND BAXTER

Licenses:

Michigan Certified General Appraiser; License #1201069745 (Expires 07/31/2018)

NOTE: Appraisers are required to be licensed and regulated by the State of Michigan, Department of Licensing and Regulatory Affairs, P.O. Box 30018, Lansing MI, 48909. The Appraiser has completed the necessary continuing education requirements and is in good standing with the State of Michigan regarding licensing.

Ohio Certified General Appraiser; License #2010000901 (Expires 04/05/2018)

NOTE: Appraisers are required to be licensed and regulated by the State of Ohio, Ohio Department of Commerce, Division of Real Estate and Professional Licensing.

Certification:

USDA-Rural Development Certified Real Estate Appraiser

Education:

Bachelor Degree of Business Administration – Western Michigan University

Major in Marketing with a Minor in Accounting

Pittsford Area Schools, Pittsford MI, 49271

Courses/Seminars Attended:

Completed course and passed examination on *Real Estate Appraisal One*, a 30-hour appraisal seminar presented by Holloway's Institute, Inc.

Completed course and passed examination on *Real Estate Appraisal Two*, a 33-hour appraisal seminar presented by Holloway's Institute, Inc.

Completed course and passed examination on *Real Estate Appraisal Three*, a 15-hour appraisal seminar presented by Holloway's Institute, Inc.

Completed course and passed examination on *Residential Appraiser Site Valuation and Cost Approaches*, a 15-hour appraisal seminar presented by Holloway's Institute, Inc.

Completed course and passed examination on *Narrative Residential Report Writing and Case Studies*, a 15-hour appraisal seminar presented by Holloway's Institute, Inc.

Completed course and passed examination on *FHA the Appraisal Process*, a 7-hour appraisal seminar presented by the Appraisal Institute

Completed course and passed examination on *Uniform Standards of Professional Appraisal Practice*, a 15-hour appraisal seminar presented by Holloway's Institute, Inc.

Completed course and passed examination on *Real Estate Finance Statistics and Valuation Modeling*, a 15-hour online appraisal seminar presented by Appraisal Institute

Completed course and passed examination on *General Appraiser Sales Comparison Approach*, a 30-hour appraisal seminar presented by Appraisal Institute.

Completed course and passed examination on *General Appraiser Site Valuation and Cost Approach*, a 30-hour appraisal seminar presented by Appraisal Institute.

Completed course and passed examination on *General Appraiser Income Approach (Parts I & II)*, a 60-hour appraisal seminar presented by Appraisal Institute.

Completed course and passed examination on *General Appraiser Market Analysis & Highest and Best Use*, a 30-hour appraisal seminar presented by Appraisal Institute.

Completed course and passed examination on *General Appraiser Report Writing and Case Studies*, a 30-hour appraisal seminar presented by Appraisal Institute.

Completed a course on *Fair Housing: Remember the Message*, a 3-hour appraisal seminar presented by Quest for Success.

Memberships:

Active Member: Hillsdale County Board of Realtors

Affiliate Member: Michigan Association of Real Estate Appraisers

Affiliate Member: National Association of Real Estate Appraisers

Senior Member: American Society of Agricultural Appraisers

STATE OF MICHIGAN-DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
CERTIFIED GENERAL APPRAISER
LICENSE

RAYMOND HERBERT BAXTER

LICENSE NO.	EXPIRATION DATE	AUDIT NO
1201069745	07/31/2018	3058860

STATE OF OHIO
DIVISION OF REAL ESTATE
AND PROFESSIONAL LICENSING

AN APPRAISER LICENSE/CERTIFICATE
has been issued under ORC Chapter 4763 to:

NAME: **Raymond Herbert Baxter**
LIC/CERT NUMBER: 2010000901
LIC LEVEL: Cert. General R. E. Appraiser - Reciprocity
CURRENT ISSUE DATE: 02/08/2017
EXPIRATION DATE: 04/05/2018
USPAP DUE DATE: 04/05/2019

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LISTING ID: 935



Listing Details

Date Posted: 04-01-2017
Location: 19N058 Aztec Ln 12B
 Hangar ID: 12B
 Huntley, IL 60142

Pop. 26,611

[REQUEST CONTACT](#)

Property Information

Listing Type: For Sale
Property Type: Hangar
Office/Shop Space: None
Hangar Dimensions: 44' W x 38' D
Hangar Size: 1,232 sf
Available Hangar Space: 1,232 sf
For Sale Information:
Listing Price: \$39,900.00
Hangar Type: Condo Hangar

Additional Property Information

Land Rights and Terms: Fee Simple (or Through-the-Fence)
Ground Lease Terms Being Offered: None
Additional Expenses: Quarterly assessment \$385.
Door Height: 16
Door Type: Bi-Fold
Utilities: Heat, Electricity

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Katrin Gist
Senior Associate

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LISTING ID: 664



Listing Details

Date Posted: 11-05-2015
Location: 3019 W. Rt. 64, Mt. Morris, IL 61054

Pop. 2,998

[REQUEST CONTACT](#)

Property Information

Listing Type: For Sale
Property Type: Hangar
Office/Shop Space: Internal, 250 sf
Hangar Dimensions: 60' W x 48' D
Hangar Size: 2,880 sf
Available Hangar Space: 2,880 sf
For Sale Information:
Listing Price: \$115,000.00
Hangar Type: Private GA

Additional Property Information

Land Rights and Terms: Direct Airport Ground Lease
Direct Airport Land Lease Period: Tenancy for Years
Direct Airport Term: 50 years
Direct Airport Lease Rate or Amount per Year: \$750 sf/yr
Ground Lease Terms Being Offered: Tenancy For Years

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Katrin Gist
Senior Associate

[email Katrin](mailto:katrin@cbre.com)
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Listing Details



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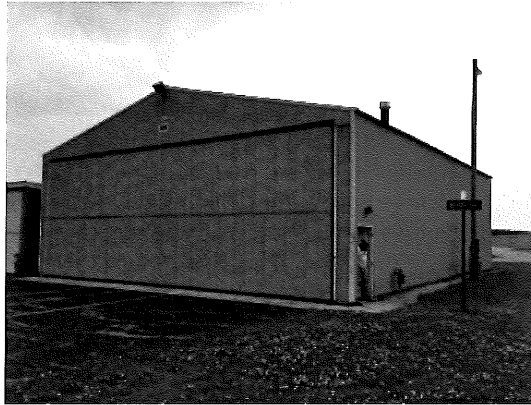


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LISTING ID: 398



Listing Details

Date Posted: 08-27-2014
Location: 703 Airport Road
 Hangar ID: 949 Bravo
 Taxiway
 Burlington, WI 53105

Pop. 10,668

[REQUEST CONTACT](#)

Property Information



Listing Type: For Sale
Property Type: Hangar
Office/Shop Space: None
Hangar Dimensions: 50' W x 60' D
Hangar Size: 3,000 sf
Available Hangar Space: 3,000 sf
For Sale Information:
Listing Price: \$78,500.00
Hangar Type: Private GA
Parcel Name: 949 Bravo Taxiway


Additional Property Information

Airport Location: NW of Fuel System
Land Rights and Terms: Direct Airport Ground Lease
Direct Airport Land Lease Period: Tenancy for Years
Direct Airport Term: 30 years
Direct Airport Lease Rate or Amount per Year: \$719 sf/yr
Ground Lease Terms Being Offered: None
Additional Expenses: property taxes are paid to the city annually (\$740/year)
Door Height: 14
Door Type: Bi-Fold
Utilities: Heat, Electricity, Water/Sewer

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Katrin Gist
Senior Associate

[email Katrin](mailto:katrin@cbre.com)
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LISTING ID: 713

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Katrin Gist
Senior Associate

email@katrin
www.cbre.us



Listing Details

Date Posted: 02-23-2016
Location: 1741 River Dr
 Watertown, WI 53094

Pop. 23,817 [REQUEST CONTACT](#)

Property Information

Listing Type: For Sale, Lease

Property Type: Hangar

Office/Shop Space: Internal

Hangar Dimensions: 60' W x 60' D
Hangar Size: 3,600 sf

Available Hangar Space: 3,600 sf

For Sale Information:

Listing Price: \$160,000.00

Hangar Type: Corporate
Lot Size: 1 acre

Additional Property Information

Land Rights and Terms: Ground Sublease
Sublease Period: Tenancy For Years
Door Type: Bi-Fold
Utilities: Heat, Electricity, Water/Sewer

Other properties near this location



WATERTOWN MUNI
 1755 River Drive,
 Watertown, WI 53094
 Company: Jones
 Auction Service

**Available Hangar
 Space:**
 42' W x 68' D

Short Description
 HANGAR SELLS @ ONLINE BIDDING
 ONLY SALE. Listed price is starting bid of
 \$21,000. Sells As Is, Whe...

Hangar

For Sale

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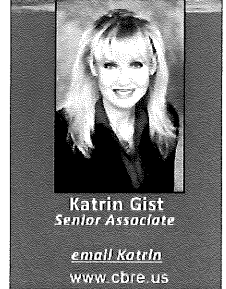
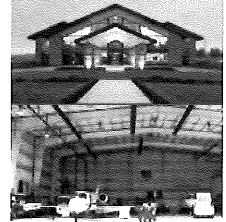
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LISTING ID: 1056

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HELP



Listing Details

Date Posted: 09-12-2017
Location: 2910 W Plane Rest Dr
Hangar ID: A25
Waukegan, IL 60085

Pop. 88,182

[REQUEST CONTACT](#)

Property Information

Listing Type: For Sale
Property Type: Hangar
Office/Shop Space: Internal, 300 sf
Hangar Dimensions: 65' W x 60' D
Hangar Size: 3,900 sf
Available Hangar Space: 3,900 sf
For Sale Information:
Listing Price: \$250,000.00
Hangar Type: Private GA

Additional Property Information

Airport Location: Southwest Hangars
Door Height: 20
Door Type: Bi-Fold
Utilities: Heat, Electricity, Water/Sewer

Other properties near this location



WAUKEGAN RGNL
10 Plane Rest Drive,
Waukegan, IL 60087
Hangar ID: A10

Available Hangar Space:
64' W x 60' D

Short Description
There's no description

Hangar

[For Lease](#)

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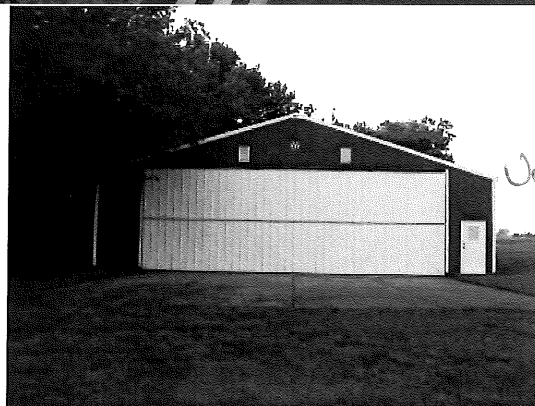
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Listing Details

Home | Kentucky | MILES FIELD

LISTING ID: 778

Search



Listing Details

Date Posted: 07-06-2016
Location: 261 Grubbs Lane
 Waddy, KY 40076

Unincorporated

REQUEST CONTACT

Property Information

Listing Type: For Sale
Property Type: Hangar
Office/Shop Space: Internal, 200 sf
Hangar Dimensions: 60' W x 120' D
Hangar Size: 7,200 sf
Available Hangar Space: 7,200 sf
Name of FBO: Miles Fields
For Sale Information:
Listing Price: \$160,000.00
Hangar Type: Condo Hangar

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Katrin Gist
Senior Associate

email: Kattin
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PURCHASE AGREEMENT FOR AIRPLANE HANGAR

This Purchase Agreement (“Agreement”) is entered into on this _____ day of December, 2017, (“the Effective Date”), between JW Enterprises, Inc., a Michigan corporation, (“Seller”), of 1697 Airport Road, Hillsdale, Michigan, 49242, and the City of Hillsdale, a Michigan municipal corporation, (“Buyer”), of 97 N. Broad Street, Hillsdale, Michigan, 49242, for the transfer to the Buyer of all of the Seller’s rights, title, and interest in and to the 5,868 square foot airplane hangar commonly identified as Tax Parcel 30 08 830 100 153 30 6 2, located at the Hillsdale Municipal Airport (“the Hangar”). The parties enter into this Agreement subject to the terms and conditions set forth below.

1. **Consideration.** Buyer shall pay Seller for the Hangar a total Purchase Price of Ninety Thousand and no/100 U.S. dollars (\$90,000.00), with the purchase amount to be paid in full by Buyer to Seller in cash or certified funds at the Closing.
2. **Conveyance.** At the Closing, Seller shall grant and convey legal title to the Hangar to Buyer by way of the execution of a Bill of Sale in a form satisfactory to Buyer.
3. **Delivery Free of Encumbrances.** Seller shall deliver at Closing good title to the Hangar free from all mortgages, liens, claims, demands, charges, options, equity interests, leases, tenancies, easements, pledges, security interests, and other encumbrances, (collectively, “Encumbrances”).
4. **Due Diligence Period.** Buyer has the right to conduct, at Buyer’s sole cost and expense, a due diligence inspection of the Hangar during a Due Diligence Period encompassing the 30-day period beginning with the Effective Date of this Agreement. If, on or before the expiration of the Due Diligence Period, Buyer elects to terminate this Agreement for any reason as determined in Buyer’s sole discretion, Buyer shall deliver a written notice of its election to terminate to Seller, and this Agreement shall automatically terminate, and neither Seller nor Buyer shall have any further rights or obligations under this Agreement. If Buyer fails to deliver a written notice of termination of this Agreement during the Due Diligence Period, Buyer shall proceed to Closing on the terms stated in this Agreement.
5. **Buyer’s access to information and the Premises.** During the Due Diligence Period, Buyer and its officers, employees, contractors, and other representatives will have reasonable access to the Hangar for the purpose of inspecting and evaluating the Hangar.
6. **Closing date and possession.** Buyer and Seller shall complete the sale and transfer possession of the Hangar from Seller to Buyer (the “Closing”) within sixty (60) days of the Effective Date, or at such other earlier or later date as the parties may mutually agree. The Closing shall take place at the offices of Lovinger & Thompson, P.C., 91 S. Broad Street, Hillsdale, Michigan, 49242, or at another location agreeable to Seller and Buyer. Buyer shall receive possession of the Hangar upon the completion of the Closing. The Hangar shall be transferred to Buyer in the same condition as it is in on the Effective Date of this Agreement, ordinary wear and tear excepted.

7. **Taxes.** Seller shall pay any personal property taxes that are due and payable with respect to the Hangar both as of the date of Closing and that may become due and payable after the date of Closing and that are associated with the period of time during which Seller owned the Hangar.

8. **Proration of expenses.** The outstanding expenses associated with the Hangar shall be prorated to the date of Closing with the date of Closing attributed to Buyer. All invoices that have been received by Seller shall be paid before the date of Closing. Invoices for all services and contracts for the Hangar covering the time period before Closing and the date of Closing that have not been received by Seller before Closing shall be prorated based on good-faith estimates using the invoices for those services and contracts for the immediately prior invoicing period and the prior year's invoicing period for the period of time including the date of Closing. For invoices paid before Closing that cover a period of time after Closing, Seller shall receive a credit at Closing for the amount paid for the period of time after Closing. For invoices that will be received after Closing to cover a period of time before Closing, Buyer shall receive a credit at Closing for the amount that will be paid after Closing for the period of time before Closing.

9. **Warranties by Seller.** Seller warrants to Buyer and shall certify to Buyer at the Closing as follows:

- a. Seller is a Michigan corporation in good standing in the State of Michigan.
- b. Seller has full authority to enter into and perform this Agreement in accordance with its conditions, without breaching or defaulting on any obligation or commitment that Seller has to any shareholders, officers, or third parties.
- c. Except as disclosed in this Agreement, Seller is not a party to any agreement or otherwise bound under any obligation with any other party who has any interest in the Hangar or the right to purchase or lease the Hangar.
- d. Except as otherwise stated in this Agreement, Seller's interest in the Hangar will be transferred to Buyer at the Closing, free and clear of all liens, encumbrances, charges, contracts, and adverse claims, contractual or other.
- e. There are no suits, actions, or proceedings pending or, to the best of Seller's knowledge, threatened by any party, including governmental authorities or agencies, against or involving the Hangar or to which Seller is or may become a party in connection with the Hangar.
- f. Seller has no notice or knowledge of:
 - i. any government agency or court order requiring repairs, alterations, or corrections of any existing conditions of the Hangar;
 - iii. any request by an insurer or a mortgagee requiring repairs, alterations, or corrections of any existing conditions; or
 - iv. any structural or mechanical defects in the Hangar.

g. During the interim between the Effective Date of this Agreement and the Closing, Seller will continue to maintain the Hangar in the same manner as Seller has previously maintained the Hangar.

h. Seller will not assign or grant a security interest or other lien that will encumber the Hangar.

10. **Survival of warranties.** The representations and warranties contained in this Agreement shall survive the Closing for one year and shall not merge in any of the documents executed in connection with the Closing.

11. **Indemnification and the right to set off.** Seller agrees to indemnify, defend, and hold harmless Buyer for any and all damages, actions, suits, judgments, costs, charges, expenses, fines, penalties, attorney fees, and the consequences of any liabilities, that are asserted against or affect the Hangar because of Seller's actions or failure to act before the Closing (collectively, "Damages"). Buyer may set off the amount of any such Damages against any amounts Buyer owes Seller pursuant to this Agreement.

12. **Changes in the condition of the Hangar.** In the event of loss of or damage to the Hangar because of fire or some other casualty between the Effective Date of this Agreement and the Closing, Seller shall immediately give Buyer notice of the loss or damage. Buyer shall have the right to terminate this Agreement within ten (10) days after receiving notice from Seller if the damage exceeds \$5,000.00. If Buyer does not terminate this Agreement or the damage is less than \$5,000.00, Buyer may elect, (by giving written notice of such election to Seller), to either: (1) have Seller repair the damage before the Closing, at Seller's sole cost and expense; or (2) accept at the Closing an assignment from Seller of any insurance proceeds relating to the damage. If Buyer elects to accept an assignment of the insurance proceeds, Seller shall also pay to Buyer at the Closing an amount equal to Seller's deductible for the loss.

13. **Conditions precedent for performance by Buyer.** The obligation of Buyer to consummate the sale contemplated by this Agreement is subject to the fulfillment of the following conditions before the Closing. Buyer may waive these conditions in writing.

a. Each of Seller's warranties shall be true as though made again at the Closing, and no warranty shall be breached before the Closing.

b. Seller shall perform and comply with all its obligations under this Agreement before the Closing.

c. There shall be no material adverse change in the condition of the Hangar and no encumbrance on the title to the Hangar from the Effective Date of this Agreement to the time of the Closing.

d. No action or proceeding to restrain, prohibit, or declare illegal the transaction contemplated by this Agreement shall be pending or threatened. No order restraining or

prohibiting the transaction contemplated by this Agreement shall be issued by any public authority, governmental agency, or court. No attachments, garnishments, levies, or liens shall be filed or in effect regarding the transaction contemplated by this Agreement or the Premises.

e. Buyer shall have accepted the results of all inspections, inventories, appraisals, and audits commissioned by Buyer or otherwise required by this Agreement. However, if Buyer does not provide written notice to Seller before the conclusion of the Due Diligence Period or within such other time as is provided for in this Agreement of Buyer's termination or cancelation of this Agreement or of Buyer's dissatisfaction with or objection to the results of any inspection, study, appraisal, audit or other investigation commissioned by or otherwise provided to Buyer, Buyer shall be deemed to have accepted such results.

14. **No broker.** Seller and Buyer represent and warrant to each other that no broker or any other person or entity has been involved in or is entitled to a commission as a result of the sale and purchase of the Hangar as contemplated by this Agreement. To the extent a commission or fee is claimed by any person or entity as a result of its contacts with either Seller or Buyer, the party against and through whom the commission or fee is claimed shall indemnify, defend, and hold harmless the other party with respect to such claim and, to the extent the claim is to be paid, the indemnifying party shall bear the liability for the payment of the commission or fee.

15. **Seller's default.** Except as is otherwise expressly provided in this Agreement, in the event of any default by Seller that continues without cure for ten (10) days after delivery by Buyer of written notice to Seller, Buyer shall have the right (but not the obligation) to terminate this Agreement by notice to Seller within fifteen (15) days after the end of the cure period, and Buyer shall have any and all rights and remedies available to Buyer in law and at equity arising out of the default, including, without limitation, specific performance.

16. **Termination.** If either Buyer or Seller is not obligated to complete this Agreement because a condition precedent is not met, that party may terminate this Agreement by notifying the other party in writing of the terminating party's intention to terminate this Agreement, stating the reason for such termination.

17. **Termination of Ground Lease.** Upon the Closing of the transaction contemplated herein, the Airport Ground Lease between Buyer and Seller with respect to the real estate upon which the Hangar is presently located, said Ground Lease being dated October 11, 1993, as amended on _____, 2017, shall immediately terminate and be of no further force or effect.

18. **Entire agreement.** This Agreement constitutes the entire agreement between the parties with regard to its subject matter and supersedes any and all other negotiations or agreements between the parties relating to the transaction contemplated by this Agreement. None of the prior or contemporaneous negotiations, preliminary drafts, or prior versions of this Agreement or any other document shall be used by any of the parties to construe or affect the validity of this Agreement or any of its terms. Each party acknowledges that it has not made or relied on any representations, inducements, or conditions not set forth in this Agreement.

19. **Amendments.** This Agreement may be amended only by a written document signed by all of the parties to this Agreement.

20. **Successors and assigns.** This Agreement shall be binding on and inure to the benefit of the parties and their respective successors and permitted assigns.

21. **Governing law and venue.** This Agreement shall be construed in accordance with and governed by the laws of the State of Michigan, without regard to any principles of conflicts of laws. Any actions concerning this Agreement must be brought in a court of competent jurisdiction located in Hillsdale County, Michigan.

22. **Severability.** If any term, covenant, or condition of this Agreement or its application is, to any extent, held to be invalid or unenforceable, the remainder of this Agreement or the application of the term, covenant, or condition to persons or circumstances other than those to which it is held invalid or unenforceable shall remain effective; and each term, covenant, or condition of this Agreement shall be valid and enforced to the fullest extent permitted by law.

23. **Time of the essence.** Time is of the essence in the performance of this Agreement.

24. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which will be an original, and all of which together shall constitute one and the same document.

25. **Notices.** Except as otherwise expressly provided in this Agreement, all notices required under this Agreement shall be effective only if in writing and either personally served or sent via certified mail, return receipt requested, with postage prepaid to the appropriate party at its address as set forth in the introductory paragraph of this Agreement. Either party may change its address for notice purposes by giving written notice of the change to the other party as provided in this section.

IN WITNESS WHEREOF, the parties agree to the foregoing by their execution this _____ day of November, 2017.

CITY OF HILLSDALE

JW ENTERPRISES, INC.

Adam Stockford, Its Mayor

Jason Walters, Its President

Stephen French, Its Clerk

PURCHASE AGREEMENT FOR AIRPLANE HANGAR

This Purchase Agreement (“Agreement”) is entered into on this _____ day of December, 2017, (“the Effective Date”), between Tim Raker, (“Seller”), of 1697 Airport Road, Hillsdale, Michigan, 49242, and the City of Hillsdale, a Michigan municipal corporation, (“Buyer”), of 97 N. Broad Street, Hillsdale, Michigan, 49242, for the transfer to the Buyer of all of the Seller’s rights, title, and interest in and to the 2,700 square foot airplane hangar commonly identified as Tax Parcel 30 08 830 100 005 30 6 2, located at the Hillsdale Municipal Airport (“the Hangar”). The parties enter into this Agreement subject to the terms and conditions set forth below.

1. **Consideration.** Buyer shall pay Seller for the Hangar a total Purchase Price of Thirty-Seven Thousand and no/100 U.S. dollars (\$37,000.00), with the purchase amount to be paid in full by Buyer to Seller in cash or certified funds at the Closing.
2. **Conveyance.** At the Closing, Seller shall grant and convey legal title to the Hangar to Buyer by way of the execution of a Bill of Sale in a form satisfactory to Buyer.
3. **Delivery Free of Encumbrances.** Seller shall deliver at Closing good title to the Hangar free from all mortgages, liens, claims, demands, charges, options, equity interests, leases, tenancies, easements, pledges, security interests, and other encumbrances, (collectively, “Encumbrances”).
4. **Due Diligence Period.** Buyer has the right to conduct, at Buyer’s sole cost and expense, a due diligence inspection of the Hangar during a Due Diligence Period encompassing the 45-day period beginning with the Effective Date of this Agreement. If, on or before the expiration of the Due Diligence Period, Buyer elects to terminate this Agreement for any reason as determined in Buyer’s sole discretion, Buyer shall deliver a written notice of its election to terminate to Seller, and this Agreement shall automatically terminate, and neither Seller nor Buyer shall have any further rights or obligations under this Agreement. If Buyer fails to deliver a written notice of termination of this Agreement during the Due Diligence Period, Buyer shall proceed to Closing on the terms stated in this Agreement.
5. **Buyer’s access to information and the Premises.** During the Due Diligence Period, Buyer and its officers, employees, contractors, and other representatives will have reasonable access to the Hangar for the purpose of inspecting and evaluating the Hangar.
6. **Closing date and possession.** Buyer and Seller shall complete the sale and transfer possession of the Hangar from Seller to Buyer (the “Closing”) within sixty (60) days of the Effective Date, or at such other earlier or later date as the parties may mutually agree. The Closing shall take place at the offices of Lovinger & Thompson, P.C., 91 S. Broad Street, Hillsdale, Michigan, 49242, or at another location agreeable to Seller and Buyer. Buyer shall receive possession of the Hangar upon the completion of the Closing. The Hangar shall be transferred to Buyer in the same condition as it is in on the Effective Date of this Agreement, ordinary wear and tear excepted.

7. **Taxes.** Seller shall pay any personal property taxes that are due and payable with respect to the Hangar both as of the date of Closing and that may become due and payable after the date of Closing and that are associated with the period of time during which Seller owned the Hangar.

8. **Proration of expenses.** The outstanding expenses associated with the Hangar shall be prorated to the date of Closing with the date of Closing attributed to Buyer. All invoices that have been received by Seller shall be paid before the date of Closing. Invoices for all services and contracts for the Hangar covering the time period before Closing and the date of Closing that have not been received by Seller before Closing shall be prorated based on good-faith estimates using the invoices for those services and contracts for the immediately prior invoicing period and the prior year's invoicing period for the period of time including the date of Closing. For invoices paid before Closing that cover a period of time after Closing, Seller shall receive a credit at Closing for the amount paid for the period of time after Closing. For invoices that will be received after Closing to cover a period of time before Closing, Buyer shall receive a credit at Closing for the amount that will be paid after Closing for the period of time before Closing.

9. **Warranties by Seller.** Seller warrants to Buyer and shall certify to Buyer at the Closing as follows:

a. Seller is an individual.

b. Seller has full authority to enter into and perform this Agreement in accordance with its conditions, without breaching or defaulting on any obligation or commitment.

c. Except as disclosed in this Agreement, Seller is not a party to any agreement or otherwise bound under any obligation with any other party who has any interest in the Hangar or the right to purchase or lease the Hangar.

d. Except as otherwise stated in this Agreement, Seller's interest in the Hangar will be transferred to Buyer at the Closing, free and clear of all liens, encumbrances, charges, contracts, and adverse claims, contractual or other.

e. There are no suits, actions, or proceedings pending or, to the best of Seller's knowledge, threatened by any party, including governmental authorities or agencies, against or involving the Hangar or to which Seller is or may become a party in connection with the Hangar.

f. Seller has no notice or knowledge of:

i. any government agency or court order requiring repairs, alterations, or corrections of any existing conditions of the Hangar;

iii. any request by an insurer or a mortgagee requiring repairs, alterations, or corrections of any existing conditions; or

iv. any structural or mechanical defects in the Hangar.

g. During the interim between the Effective Date of this Agreement and the Closing, Seller will continue to maintain the Hangar in the same manner as Seller has previously maintained the Hangar.

h. Seller will not assign or grant a security interest or other lien that will encumber the Hangar.

10. Survival of warranties. The representations and warranties contained in this Agreement shall survive the Closing for one year and shall not merge in any of the documents executed in connection with the Closing.

11. Indemnification and the right to set off. Seller agrees to indemnify, defend, and hold harmless Buyer for any and all damages, actions, suits, judgments, costs, charges, expenses, fines, penalties, attorney fees, and the consequences of any liabilities, that are asserted against or affect the Hangar because of Seller's actions or failure to act before the Closing (collectively, "Damages"). Buyer may set off the amount of any such Damages against any amounts Buyer owes Seller pursuant to this Agreement.

12. Changes in the condition of the Hangar. In the event of loss of or damage to the Hangar because of fire or some other casualty between the Effective Date of this Agreement and the Closing, Seller shall immediately give Buyer notice of the loss or damage. Buyer shall have the right to terminate this Agreement within ten (10) days after receiving notice from Seller if the damage exceeds \$5,000.00. If Buyer does not terminate this Agreement or the damage is less than \$5,000.00, Buyer may elect, (by giving written notice of such election to Seller), to either: (1) have Seller repair the damage before the Closing, at Seller's sole cost and expense; or (2) accept at the Closing an assignment from Seller of any insurance proceeds relating to the damage. If Buyer elects to accept an assignment of the insurance proceeds, Seller shall also pay to Buyer at the Closing an amount equal to Seller's deductible for the loss.

13. Conditions precedent for performance by Buyer. The obligation of Buyer to consummate the sale contemplated by this Agreement is subject to the fulfillment of the following conditions before the Closing. Buyer may waive these conditions in writing.

a. Each of Seller's warranties shall be true as though made again at the Closing, and no warranty shall be breached before the Closing.

b. Seller shall perform and comply with all its obligations under this Agreement before the Closing.

c. There shall be no material adverse change in the condition of the Hangar and no encumbrance on the title to the Hangar from the Effective Date of this Agreement to the time of the Closing.

d. No action or proceeding to restrain, prohibit, or declare illegal the transaction contemplated by this Agreement shall be pending or threatened. No order restraining or prohibiting the transaction contemplated by this Agreement shall be issued by any public

authority, governmental agency, or court. No attachments, garnishments, levies, or liens shall be filed or in effect regarding the transaction contemplated by this Agreement or the Premises.

e. Buyer shall have accepted the results of all inspections, inventories, appraisals, and audits commissioned by Buyer or otherwise required by this Agreement. However, if Buyer does not provide written notice to Seller before the conclusion of the Due Diligence Period or within such other time as is provided for in this Agreement of Buyer's termination or cancelation of this Agreement or of Buyer's dissatisfaction with or objection to the results of any inspection, study, appraisal, audit or other investigation commissioned by or otherwise provided to Buyer, Buyer shall be deemed to have accepted such results.

14. **No broker.** Seller and Buyer represent and warrant to each other that no broker or any other person or entity has been involved in or is entitled to a commission as a result of the sale and purchase of the Hangar as contemplated by this Agreement. To the extent a commission or fee is claimed by any person or entity as a result of its contacts with either Seller or Buyer, the party against and through whom the commission or fee is claimed shall indemnify, defend, and hold harmless the other party with respect to such claim and, to the extent the claim is to be paid, the indemnifying party shall bear the liability for the payment of the commission or fee.

15. **Seller's default.** Except as is otherwise expressly provided in this Agreement, in the event of any default by Seller that continues without cure for ten (10) days after delivery by Buyer of written notice to Seller, Buyer shall have the right (but not the obligation) to terminate this Agreement by notice to Seller within fifteen (15) days after the end of the cure period, and Buyer shall have any and all rights and remedies available to Buyer in law and at equity arising out of the default, including, without limitation, specific performance.

16. **Termination.** If either Buyer or Seller is not obligated to complete this Agreement because a condition precedent is not met, that party may terminate this Agreement by notifying the other party in writing of the terminating party's intention to terminate this Agreement, stating the reason for such termination.

17. **Termination of Ground Lease.** Upon the Closing of the transaction contemplated herein, the Airport Ground Lease between Buyer and Seller with respect to the real estate upon which the Hangar is presently located, said Ground Lease being dated October 11, 1993, as amended on _____, 2017, shall immediately terminate and be of no further force or effect.

18. **Entire agreement.** This Agreement constitutes the entire agreement between the parties with regard to its subject matter and supersedes any and all other negotiations or agreements between the parties relating to the transaction contemplated by this Agreement. None of the prior or contemporaneous negotiations, preliminary drafts, or prior versions of this Agreement or any other document shall be used by any of the parties to construe or affect the validity of this Agreement or any of its terms. Each party acknowledges that it has not made or relied on any representations, inducements, or conditions not set forth in this Agreement.

19. **Amendments.** This Agreement may be amended only by a written document signed by all of the parties to this Agreement.

20. **Successors and assigns.** This Agreement shall be binding on and inure to the benefit of the parties and their respective successors and permitted assigns.

21. **Governing law and venue.** This Agreement shall be construed in accordance with and governed by the laws of the State of Michigan, without regard to any principles of conflicts of laws. Any actions concerning this Agreement must be brought in a court of competent jurisdiction located in Hillsdale County, Michigan.

22. **Severability.** If any term, covenant, or condition of this Agreement or its application is, to any extent, held to be invalid or unenforceable, the remainder of this Agreement or the application of the term, covenant, or condition to persons or circumstances other than those to which it is held invalid or unenforceable shall remain effective; and each term, covenant, or condition of this Agreement shall be valid and enforced to the fullest extent permitted by law.

23. **Time of the essence.** Time is of the essence in the performance of this Agreement.

24. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which will be an original, and all of which together shall constitute one and the same document.

25. **Notices.** Except as otherwise expressly provided in this Agreement, all notices required under this Agreement shall be effective only if in writing and either personally served or sent via certified mail, return receipt requested, with postage prepaid to the appropriate party at its address as set forth in the introductory paragraph of this Agreement. Either party may change its address for notice purposes by giving written notice of the change to the other party as provided in this section.

IN WITNESS WHEREOF, the parties agree to the foregoing by their execution this _____ day of December 18, 2017.

CITY OF HILLSDALE

Tim Raker

Adam Stockford, Its Mayor

Tim Raker, Owner

Stephen French, Its Clerk



City of Hillsdale Agenda Item Summary

MEETING DATE: December 4, 2017

AGENDA ITEM: Election Commission Appointments

BACKGROUND: Stephen M. French, City Clerk

The current members of the city's Election Commission were re-appointed on January 23, 2017 for a one-year term that are set to expire on December 31, 2017. Due to their expiring terms, I recommend that each member be reappointed to an additional one-year term that would expire December 31, 2018.

The three Election Commission members are:

1. Ms. Darnella LoPresto
2. Ms. Jean Porter
3. Ms. Julie Yoder

Each member has actively served during their term and provided extraordinary service to the city.

RECOMMENDATION:

The City Clerk recommends the re-appointments of Ms. Darnella LoPresto, Ms. Jean Porter, and Ms. Julie Yoder to the city's Election Commission for an additional one-year term.



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Darnella Lo Presto
Address: 378 Hillsdale St. Hillsdale 49242
Phone: Home 517-610-5351 Cell Work 517-610-0450
E-Mail ddlopresto@comcast.net

Are you a resident of City of Hillsdale? Yes X No

Occupation: (if retired, former occupation) Secretary at Hillsdale Schools
Human Resource for Hillsdale Tool

Please check the expertise and skills you can contribute:

- Accounting, Fund Raising, Marketing, Advocacy, Human Resources, Planning, Computers, Knowledge of the Cause, Public Relations, Legal, Community Relations, Public Speaking, Finance, Management, Other

Brief Educational Background: High School Graduate - 1 yr. JCC - Baker College (Human Resource)

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):

Relay for Life - Co-Chair 3 yrs.
March of Dimes
4-H - leader 7 yrs

On what other volunteer boards/committees have you served? Boy Scouts
Foster parents for 7 yrs.

Describe any previous activities related to government: _____

Please explain why you would be interested in serving on the council or committee: _____

To get involved in Community

Please explain your understanding of the City of Hillsdale:

A wonderful City working with the people
welcoming new business and opportunities.
Keeping it a safe place to live and
raise families

Additional comments: _____

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

Darnella Di Presto
Applicant Signature

July 15, 2016
Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Jean A. Porter

Address: 312 River St. Hillsdale 49242
Street City Zip

Phone: Home 517-425-3651 Work 437-2251

E-Mail kjporter@hotmail.com

Are you a resident of City of Hillsdale? Yes X No

Occupation: (if retired, former occupation) Administrative Assistant

Please check the expertise and skills you can contribute:

- Accounting, Fund Raising, Marketing, Advocacy, Human Resources, Planning, Computers, Knowledge of the Cause, Public Relations, Legal, Community Relations, Public Speaking, Finance, Management, Other

Brief Educational Background:

West Noble High School, Ligonier, IN
Huntington College, Huntington, IN secretarial Sciences

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):

Kid's Club at Hillsdale Free Methodist Church
Help with Hillsdale Area Ministerial Association
Volunteered at Addison Elementary Library

On what other volunteer boards/committees have you served?

Youth Advisory Board, Hillsdale Free Methodist
Addison MI School Board

Describe any previous activities related to government: _____

Was an election clerk in Addison MI

Please explain why you would be interested in serving on the council or committee: _____

As a civic duty.

Please explain your understanding of the City of Hillsdale:

A beautiful city; Hillsdale College being a large employer but also several manufacturers with lots of lower paid employees.

Additional comments: _____

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

Jean A. Porter
Applicant Signature

7-13-16
Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: JULIANNE YODER

Address: 97 GLENDALE AVE HILLSDALE 49242
Street City Zip

Phone: Home 517-425-3267 Work 517-437-4444

E-Mail JULIANNELYODER@GMAIL.COM

Are you a resident of City of Hillsdale? Yes No

Occupation: (if retired, former occupation) OFFICE MANAGER/AIR TALENT

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising
- Marketing
- Advocacy
- Human Resources
- Planning
- Computers
- Knowledge of the Cause
- Public Relations
- Legal
- Community Relations
- Public Speaking
- Finance
- Management
- Other _____

Brief Educational Background:

High school diploma from North Adams-Jerome

Certificate of completion from Specs Howard School of Broadcast Arts, Southfield MI

What charitable or community activities have you **actively** participated in? Please describe any leadership role(s) you have (had) in the organization(s):

Former missions commission chair & official board member at Hillsdale Free Methodist Church, currently secretary of the missions board at HFMC, participate in annual "Bob & Juli at the Movies" bell ringing fundraiser for Salvation Army.

On what other volunteer boards/committees have you served? Former volunteer with the Hillsdale County Chamber of Commerce

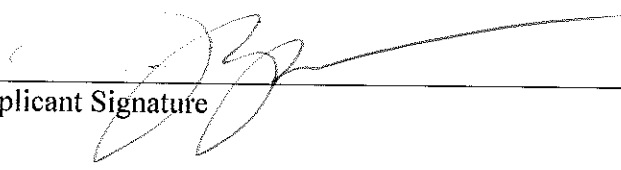
Describe any previous activities related to government: Registered voter

Please explain why you would be interested in serving on the council or committee: _____
This is an activity that fits within my time availability, and I am honored to serve my local government.

Please explain your understanding of the City of Hillsdale:
I have been a resident of the city for at least eight years and have worked in Hillsdale for over 18 years.
Through my job, I often have communication with city servants, as well as receive city-related information
through my office to relay to the public.

Additional comments: Thank you for the opportunity.

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



Applicant Signature

07/13/2016
Date

City of Hillsdale, Michigan

City Charter

- **Section 3.17. - Election commission.**

The Election Commission shall be composed of three qualified and registered electors of the City, who during their term of office shall not be City officers or employees or be nominees or candidates for elective City office. The filing by a member of the Election Commission of a petition for an elective City office or the filing of a consent thereto shall constitute a resignation from the Election Commission. The members of the Commission shall be appointed by the Mayor, subject to approval of the Council, annually in January for a term of one year. The members shall serve without compensation. The election commission shall select its own chairman, and the City Clerk shall act as secretary of the commission and shall perform such duties in connection with the work of the Commission as it shall prescribe. The Commission shall appoint the Board of Election Inspectors for each precinct and have charge of all activities and duties required of it by state law and this charter relating to the conduct of elections in the City. The compensation of election personnel shall be determined in advance by the Council. In any case, where election procedure is in doubt, the Election Commission shall prescribe the procedure to be followed.

State Law reference— Board of city election commissioners, MCL 168.25.



CITY OF HILLSDALE

Planning Commission

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Eric G. Swisher

Address: 126 South Manning St. Hillsdale 49242
Street City Zip

Phone: Home 517-206-2695 Work

E-Mail eric_gone@yahoo.com

Are you a resident of City of Hillsdale? Yes X No

Occupation: (if retired, former occupation) Electrician

Please check the expertise and skills you can contribute:

- Accounting, Fund Raising, Marketing, Advocacy, Human Resources, Planning, Computers, Knowledge of the Cause, Public Relations, Legal, Community Relations, Public Speaking, Finance, Management, Other construction CODE knowledge

Brief Educational Background:

AAS Electrician JACKSON College

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):

I volunteered at Somerset Beach Camp Ground for years and help and managed many projects.

On what other volunteer boards/committees have you served? I have been on numerous Church Boards and Committees (Trustee Chair) of two church Boards, Representative for United Methodist church at Annual conference

Describe any previous activities related to government: Hillsdale ZBA
member

Please explain why you would be interested in serving on the council or committee: I am interested in helping council and committee
member improve our community for all.

Please explain your understanding of the City of Hillsdale: I know we have a chain of command and
Bylaws that must be followed and enforced.
we work with county and state officials to
facilitate our goals.

Additional comments: I have a vast knowledge of
construction and procedures and feel my knowledge
would be an asset to this committee if
I am appointed

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

Eric M Swift
Applicant Signature

11-10-17
Date

Sec. 2-232. - Membership.

- (a) The commission shall consist of seven members appointed in accordance with MCL 125.3815 et. seq. To be eligible as a member and remain a member of the commission, the individual shall meet the following qualifications:
- (1) Be a qualified elector of the City of Hillsdale, except one nonqualified elector may be a member of the commission;
 - (2) Not be an elected official or, an employee of the City of Hillsdale, except this condition shall not apply to a city council representative appointed to the commission.
 - (3) After an individual's first appointment and before reappointment shall have attended training for commission members, pursuant to section 2-234 of this division;
 - (4) Shall meet the conditions provided for each individual member in this section 2-232, except the geographical location of the individual's residency may be considered optional.
- (b) The membership shall be representative of the important geographic and interest segments of the City of Hillsdale, as follows:
- (1) Members shall be appointed for three-year terms. However when first appointed a number of members shall be appointed to one-year, two-year, or three-year terms such that, as nearly as possible, the terms of one-third of all commission members will expire each year. If a vacancy occurs, the vacancy shall be filled for the unexpired term in the same manner as provided for an original appointment such that, as nearly as possible, the terms of one-third of all commission members continue to expire each year.
 - (2) Ex officio members include the city manager and the mayor, or a person designated by him or her; provided, however that no ex officio member may serve as planning commission chair. The terms of office of elected officials serving as ex officio members shall expire with their respective elected terms of office, and the term of the city manager shall expire with the term of the mayor that appointed him or her.
 - (3)

The membership shall be representative of the important segments of the community, such as the economic, governmental, educational, and social development of the City of Hillsdale, in accordance with the major interests such as:

- (i) Agriculture/natural resources;
 - (ii) Recreation/public health;
 - (iii) Education;
 - (iv) Government; nonprofit/charitable
 - (v) Industry/commerce;
- (4) The membership shall also be representative of the entire geography of the City of Hillsdale to the extent practicable, and as a secondary consideration to the representation of the major interests.
- (5) Not more than one-third of the total membership of the commission shall consist of, collectively, the city manager, the mayor, or a person designated by either.

(Ord. No. 2011-4, 6-20-2011; Ord. No. 2012-7, 8-20-2012)



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: ROY SZARAFINSKI

Address: 3564 HUDSON RD OSSEO 49266
Street City Zip

Phone: Home 517 610 2307 Work _____

E-Mail rvickski@yahoo.com

Are you a resident of City of Hillsdale? Yes _____ No X

Occupation: (if retired, former occupation) MACHINIST - MECHANIC

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising
- Marketing
- Advocacy
- Human Resources
- Planning
- Computers
- Knowledge of the Cause
- Public Relations
- Legal
- Community Relations
- Public Speaking
- Finance
- Management
- Other _____

Brief Educational Background:
GRADUATE CATHOLIC CENTRAL HS - DETROIT
TECHNICAL TRAINING HENRY FORD COLLEGE

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):
FORMER EAA PRESIDENT CHAPTER 6497 NOW DEFUNCT

On what other volunteer boards/committees have you served? HILLSDALE AIRPORT ADVISORY COMMITTEE

Describe any previous activities related to government: NONE

Please explain why you would be interested in serving on the council or committee: _____

As a recreational and experimental aviation enthusiast I represent Aviation grass roots.

Please explain your understanding of the City of Hillsdale: _____

Economically, the city has been stagnant since the mid 1980's mainly due to the decline in auto manufacturing. The chance of becoming a ground based distribution or transport hub is less than slender. Cottage industries and small business need promoting and nurturing; the airport can be the modern face to the growing number of people looking for the place that time forgot.

Additional comments: I've provided refreshments for the past 3 years every Saturday at the airport for the regional recreational pilots.

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

Ray Gyanfint
Applicant Signature

11-30-2017
Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Ted Jansen

Address: 104 Hillsdale St Hillsdale
Street City Zip

Phone: Home 517 425-4974 Work Same

E-Mail tedjansenhillsdale@gmail.com

Are you a resident of City of Hillsdale? Yes X No

Occupation: (if retired, former occupation) Mental Health Therapist

Please check the expertise and skills you can contribute:

- Accounting, Fund Raising, Marketing, Advocacy, Human Resources, Planning, Computers, Knowledge of the Cause, Public Relations, Legal, Community Relations, Public Speaking, Finance, Management, Other

Brief Educational Background: MEd. in Counseling, B.A. Christian Ministries Spring Arbor University
BA Criminal Justice AND ALSO Philosophy U of Illinois - Chicago

What charitable or community activities have you actively participated in? Charter member, vice president, Interim President - H. City Habitat for Humanity
CHAIRMAN of Great American Parade 2003-2006
Hospice of Hillsdale County Volunteer

On what other volunteer boards/committees have you served? Organized for the Hillsdale County Halloween Party past 10 years
SUNDAY WORSHIP SERVICES Drew's Place since 1998

Describe any previous activities related to government:

Hillsdale County Director of Parks 2014-2016

Please explain why you would be interested in serving on the council or committee:

I cherish my community and I desire to see it prosper.

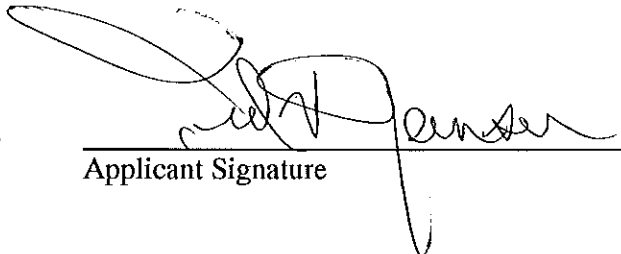
Please explain your understanding of the City of Hillsdale:

Active in Retail Business since 1990, Resident since 2000; organizer of City Manager Charter Amendment; Active Participant in City Council Meetings and Candidate for City Council Ward I

Additional comments:

6 semester hours Graduate Level URBAN PLANNING, Governors State University, University Park, Ill

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


Applicant Signature

11/28/17
Date

RESOLUTION NO. 3193

A RESOLUTION ESTABLISHING THE HILLSDALE AIRPORT ADVISORY COMMITTEE

WHEREAS, the Hillsdale City Council was approached about establishing an advisory committee to make recommendations to the Hillsdale City Council concerning policies and programs at the City owned airport. The council referred the letter to the Public Services Committee which met with interested members of the public and discussed the advisability and need for the formation of such an advisory committee. Thereafter, the Public Services Committee submitted its recommendation to the City Council which discussed and considered that recommendation.

NOW, THEREFORE, BE IT RESOLVED that the Hillsdale Airport Advisory Committee, hereinafter Committee, is hereby established for the purpose of making recommendations to the Hillsdale City Council concerning policies and programs to be put in place or continued in place at the Hillsdale City Airport. The Committee shall gather, exchange, review and discuss information on airport related issues and use that information in making recommendations to the Hillsdale City Council that will lead to the safest and economically advantageous use of the airport.

BE IT FURTHER RESOLVED that the Committee shall be comprised of seven (7) voting members, one of whom may be a member of the City Council, and two (2) non-voting, ex-officio members, one of whom shall be the Hillsdale City Airport manager with the other being the Hillsdale City Manager.

Committee members shall be appointed by the Mayor, subject to the approval of the council. Members shall be residents of the City of Hillsdale or users of the City airport and shall include individuals with knowledge and experience in the fields of aviation and business.

Voting Committee members shall serve two (2) year terms with three (3) members of the first appointed board serving an initial one (1) year term and the remaining four (4) members to serve an initial two (2) year term. Non voting ex-officio members shall continue to serve so long as they hold the position which results in their membership on the Committee.

Members of the Committee shall serve without compensation.

BE IT FURTHER RESOLVED that the Committee at its first meeting and annually thereafter shall elect a chairperson who shall conduct its meetings. Meetings shall be held quarterly and in accordance with City guidelines for committee meetings and in full compliance with the Michigan Open Meetings Act. Whenever possible, the meetings will be held at the airport and in conjunction with other public meetings attracting the public, such as EAA Meetings. At it's first meeting, the Committee will familiarize itself with the airport master plan and previous studies of the airport.

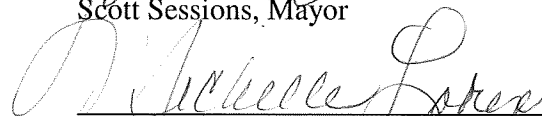
BE IT FURTHER RESOLVED that in conducting its meetings, gathering and considering information and in making its recommendations to the Hillsdale City Council, the Committee shall strive to follow and achieve the following objectives:

1. allow for citizen input on various issues facing the airport;
2. offer ideas for the marketing and growth of the airport;
3. input and review of the airport's master plan;
4. general improvements needed at the airport;
5. appropriately and timely advising the City Council on airport matters;
6. recommendations for cost savings at the airport;
7. revenue improvement recommendations at the airport;
8. increase occupancy rate for the hangars at the airport;
9. a general vision for future development of the airport.

BE IT FURTHER RESOLVED that the Committee shall report and submit its recommendations to the Hillsdale City Council annually in either December or January. The report and recommendation shall be presented by the Chairman of the Committee unless the Committee decides otherwise.

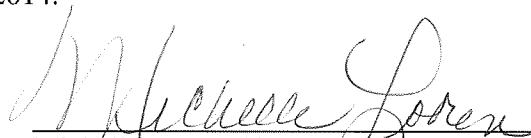


Scott Sessions, Mayor



Michelle Loren, City Clerk - DEPUTY

The foregoing Resolution was duly adopted during a meeting of the Hillsdale City Council held on the 6TH day of OCTOBER, 2014.



Michelle Loren, City Clerk - DEPUTY

ZBA
AAC



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Penny Swan

Address: 192 S West St Hillsdale MI 49242
Street City Zip

Phone: Home 517-320-3052 Work NA

E-Mail penny_swan@yahoo.com

Are you a resident of City of Hillsdale? Yes No

Occupation: (if retired, former occupation) Part time Care giver - Retired Respiratory Therapist

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising
- Marketing
- Advocacy
- Human Resources
- Planning
- Computers
- Knowledge of the Cause
- Public Relations
- Legal
- Community Relations
- Public Speaking
- Finance
- Management
- Other Health Care

Brief Educational Background:

Retired Respiratory Therapist.

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):

Past Board Member of Habitat for Humanity.
On the Worship Team at my Church. Set up and Manage
a mission at my Church. Past Trustee at Church. ~~Member of the~~
Member of the GOP and a precinct delegate

On what other volunteer boards/committees have you served? _____

Describe any previous activities related to government: I come to all of the city Council meetings, and many committee meetings. I ran for city Council and almost won.

Please explain why you would be interested in serving on the council or committee: I have a long standing ~~interest~~ interest in seeing Hillsdale improve and thrive.

Please explain your understanding of the City of Hillsdale: Hillsdale is a city on the brink of change and we need people who are willing to step out of their comfort zone and do some work.

Additional comments: I spend the time to go to these meetings and I would like to take a more active roll.

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

Penny L. Smith
Applicant Signature

11-30-2017
Date

Sec. 36-81. - Membership generally.

There is established a zoning board of appeals which shall perform its duties and exercise its powers as provided in section 5 of Public Act No. 207 of 1921 (MCL 125.585), and in such a way that the objectives of this chapter shall be observed, public safety secured and substantial justice done. The zoning board of appeals shall consist of seven members, all appointed by the city council. Each member of the zoning board of appeals shall hold office for a three-year term. Two members of the zoning board of appeals shall be appointed, one each from the membership of the city council and the planning commission. The councilmember so appointed shall not be a member of the planning commission. Each member of the zoning board of appeals shall have been a resident of the city for at least one year prior to the date of his appointment and shall be a qualified and registered elector of the city on such date and throughout his term of office. Appointed members may be removed for cause by the city council only after consideration of written charges and a public hearing. Any appointive vacancies in the zoning board of appeals shall be filled by the city council for the remainder of the unexpired term. The zoning board of appeals shall annually elect its own chair, vice chair and secretary. The compensation of the appointed members of the zoning board of appeals shall be fixed by the city council.

(Code 1979, § 17.56.010)