

CITY COUNCIL MINUTES

City of Hillsdale
Council Chambers
September 17, 2018
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
Timothy Dixon, Ward 2
William Morrissey, Ward 2
Bruce Sharp, Ward 3
William Zeiser, Ward 3
Raymond Briner, Ward 4

Council Members absent: Matthew Bell, Ward 4

Also present were: City Manager David Mackie, City Attorney John Lovinger, Scott Hephner (HCPD & HCFD), Mark Hawkins (HCFD), Chris McArthur (BPU), Jake Hammel (DPS), Bonnie Tew (Finance), Kay Freese (HR), Mary Hill (Library), Michelle Loren (Recreation), Peter Merritt (Treasurer), Rev. Bob Finegan, Josephine von Dohlen, Amy Bazer, Scott Pienta, Tom Brady, Brian DuBois, Penny Swan, Ted Jansen, Dennis Wainscott, and Joseph Hendee.

Council Member Excused

Mayor Stockford reported Council Member Bell would not be able to attend the meeting due to a family obligation.

Council Member Morrissey, seconded by Council Member Briner, moved to excuse the absence of Council Member Bell. By a voice vote, the motion passed unanimously.

Special Presentation

Mayor Stockford presented City Manager Mackie with a silver, commemorative shovel in appreciation for the manager's leadership and dedication in numerous road improvement projects in recent months. Mayor Stockford praised City Manager Mackie for obtaining grant funding and for monitoring the many infrastructure projects that had been tabbed as a high priority of Council and of city residents.

Approval of Agenda

Council Member Morrissey, seconded by Council Member Sharp, moved to approve the September 17, 2018 agenda as presented.

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

Motion passed 7-0.

Public Comment

Mr. Ted Jansen, 104 Hillsdale Street, discussed his letter that had been included in the Council packet under "Communications". Mr. Jansen requested the city resolve the Ward 1 ballot issue by initiating legal action to have his name placed on the November ballot.

Consent Agenda

- A. Approval of Bills
 - 1. City Claims of September 7, 2018: \$345,665.96
 - 2. BPU Claims of September 7, 2018: \$227,235.68
 - 3. City Payroll of September 6, 2018: \$170,692.28
- B. City Council Minutes of September 4, 2018 Regular Meeting
- C. Road Closure request from 2-B District Court for September 19, 2018
- D. Road Closure request from the Special Olympics for October 6, 2018
- E. Road Closure request from the Hillsdale County Fair for September 24, 2018

Council Member Morrissey, seconded by Council Member Dixon, moved to approve the Consent Agenda.

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

Motion passed 7-0.

Communications/Petitions

- A. September 2018 Center for Family Health Newsletter
- B. Police Officer Ted Brendel retirement Open House
- C. Communication from Mr. Ted Jansen regarding the November General Election
- D. Recreation Department report on Sandy Beach and Fields of Dreams

The items of communication were received for informational purposes.

Recreation Director Loren presented a review of the summer activities at Sandy Beach and Fields of Dreams that included:

- 1. Over \$7,300 was received in concession sales at Sandy Beach during the summer
- 2. Four baseball tournaments at Fields of Dreams raised over \$8,000
- 3. A Smith family fund-raiser at Fields of Dreams raised \$2,500
- 4. Repairs to the home-plates and re-dusting of the infields had been completed at Fields of Dreams

5. A new grass-mat approach had been installed around the drinking fountain at Fields of Dreams
6. Over 200 kids at participated in T-Ball or Coach-pitch baseball & softball leagues during the summer. Ms. Loren noted these programs were aided by players from Hillsdale College's softball and baseball teams.

Council Member Stuchell read a prepared statement responding to the correspondence from Mr. Jansen about the Ward 1 ballot issue. Council Member Stuchell stated the Council had erred by declaring Pete Jennings as an ineligible candidate on August 1, 2018 and not following the recommendations of the City Manager, City Clerk, and City Attorney. A copy of Council Member Stuchell's statement was filed with the City Council papers for the meeting.

Mayor Stockford responded to Council Member Stuchell's statements and noted Council had voted to determine Mr. Jennings' qualifications as a Council Member candidate based on the powers prescribed in the City Charter. Mayor Stockford noted the three-year residency requirement in the City Charter had been enforced in previous municipal elections and questioned if the City Council had the authority to file a claim against Hillsdale County on Mr. Jansen's behalf.

Council Member Zeiser encouraged the city to file an amicus brief to explain the City Council's determination, should the issue be raised in another legal action.

Introduction and Adoption of Ordinances/Public Hearings

There were no ordinances or public hearings on the agenda.

Unfinished Business

A. I.C.E. Grant Project – Verbal Update

DPS Director Jake Hammel provided an update on the Infrastructure Capacity Enhancement (ICE) Grant for Garden, Vine, Mead, and Rippon Streets. Mr. Hammel reported 85% of the water mains had been installed and approximately 30% of the individual services throughout the project had been connected to those mains. Director Hammel reported 80% of the sanitary sewer mains had been installed and 65% of the individual services throughout the project had been connected to those mains.

Director Hammel reported that once the concrete installations for curb and gutter had been completed, crews would begin the process of installing asphalt roadways. Mr. Hammel stated that although the cooler weather was fast approaching, the contractors were concentrating on having the roads completed before the asphalt plants closed in mid-November.

Old Business

There was no Old Business on the agenda.

New Business

A. Set a Public Hearing for October 1, 2018 regarding an Application for Industrial Facilities Tax Exemption Certificate at 190 Uran Street for Dow/Dupont

Mayor Stockford provided background information on an IFT application for Dow/Dupont for a building expansion project totaling \$694,970.00. Mayor Stockford noted a public hearing was required to receive comments in regards to the application.

Council Member Zeiser, seconded by Council Member Morrissey, moved to schedule a public hearing for October 1, 2018 regarding an Application for Industrial Facilities Tax Exemption Certificate at 190 Uran Street for Dow/Dupont

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

Motion passed 7-0.

B. Investment Services Contract

Finance Director Tew presented a staff recommendation to contract with Meeder Investment Management to provide municipal investment services to the city and BPU. Ms. Tew stated that with the contract, city staff anticipated a three-fold increase in interest income from previous year totals. Ms. Tew added the BPU Board and Finance Committee had also recommended approval of the proposed contract.

Council Member Briner, seconded by Council Member Sharp, moved to approve a contract with Meeder Investment Management to provide municipal investment services.

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

Motion passed 7-0.

C. Business Vehicle Usage Policy

HR Director Freese presented a staff recommendation to refer the Business Vehicle Usage Policy to the Public Services Committee for review. Ms. Freese noted city staff had requested clarity on the policy and to create a uniform policy between the BPU and other city departments.

Council Member Sharp, seconded by Council Member Zeiser, moved to refer the Business Vehicle Usage Policy to the Public Services Committee for review.

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

Motion passed 7-0.

D. VFD Replacement for High Service Pump #2

BPU Director McArthur provided information on the bids received for the Variable Frequency Drive (VFD) replacement at the drinking water treatment plant. Mr. McArthur noted the drive had been removed from Pump #2 and placed into Pump #1 to diagnose problems with that pump. Mr. McArthur stated the drive would have to be removed and reinstalled into Pump #2 and a new drive be purchased and installed into Pump #1.

Council Member Briner, seconded by Council Member Dixon, moved to approve the purchase of a new Variable Frequency Drive (VFD) from UIS Corporation at a price of \$14,885.00.

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

Motion passed 7-0.

E. North Clarifier Drive Unit Replacement

BPU Director McArthur presented a staff recommendation to purchase a new drive unit for the north clarifier at the wastewater treatment plant. Mr. McArthur stated the purchase of the drive unit would be included in the current year budget, while the installation costs would be incurred in the next fiscal year when the unit was received.

Council Member Briner, seconded by Mayor Stockford, moved to approve the purchase of a new drive unit for the north clarifier at the wastewater treatment plant from WesTech Engineering at a cost of \$30,720.00.

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

Motion passed 7-0.

F. Purchase of wooden braces for rebuild of Hi-Rise Substation

BPU Director McArthur presented a staff recommendation to purchase supplies necessary to construct a new support structure at the Hi-Rise substation at a cost of \$19,884.00. Mr. McArthur noted the BPU had received bids for the total reconstruction of the substation in 2017; however, those bids were much higher than anticipated. Mr. McArthur stated the recommendation would allow the utility to purchase the supplies and utilize BPU employees to install the new supports.

Mayor Stockford, seconded by Council Member Sharp, moved to approve the purchase of wooden braces and supplies from Power Line Supply necessary to construct a new support structure at the Hi-Rise substation at a cost of \$19,884.00.

Roll call:	Council Member Briner	Aye
	Council Member Dixon	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stuchell	Aye

Council Member Zeiser	Aye
Mayor Stockford	Aye

Motion passed 7-0.

G. Lease of City-Owned Farmland

City Manager Mackie reviewed the staff recommendation to lease approximately 373 acres of city-owned property to Mr. Brian Fix for tillable farmland. City Manager Mackie stated the city had received only one bid after advertising extensively on-line and through the city’s website. City Manager Mackie noted the per-acre lease price was the same as paid by Mr. Fix in the previous lease agreement.

Council Member Morrissey, seconded by Council Member Sharp, moved to approve leases with Mr. Brian Fix for 160 acres in the Industrial Park and 213 acres at the airport for tillable farmland.

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

Motion passed 7-0.

H. Rescind Traffic Control Order 2015-06

Chief Hephner reviewed a staff recommendation to rescind TCO 2015-06 and to restore parking to the north side of East Hallett Street from South West Street to South Howell Street. Chief Hephner noted a temporary TCO was approved in 2011 during a construction project at Hillsdale Hospital which prohibited all parking on that particular section of E. Hallett Street. Chief Hephner noted that residents have begun to park on the south side of E. Hallett Street, which has created some traffic safety issues when other drivers have had to cross the double-yellow line to go around the parked vehicles. Chief Hephner recommended approval of the permanent TCO, which would also allow the Public Services Department to repaint the yellow line off-centered on the roadway.

Council Member Sharp, seconded by Council Member Briner, moved to rescind Traffic Control Order 2015-06 and restore parking to the north side of East Hallett Street from South West Street to South Howell Street.

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

Motion passed 7-0.

General Public Comment

Mr. Joseph Hendee, 181 Rea Street, requested additional transparency regarding various disbursements from the airport. Mr. Hendee also encouraged the City Council to request Mr. Pete Jennings to draft an Ethics Policy that could be reviewed and enacted by the City of Hillsdale. Mr. Hendee finalized his comments by questioning meeting notice requirements for the Tax Increment Financing Authority (TIFA).

Mr. Ted Jansen discussed on-going efforts to raise funds for a new "It's the People" sign welcoming people to the City of Hillsdale. Mr. Jansen noted the sign would be used to compliment, and not conflict with, the new welcome signs donated by Hillsdale College. Mr. Jansen also discussed his intention to run as a write-in candidate in the November election and encouraged Council Members to correct the wrong that was done to him by placing Mr. Jennings on the ballot.

Ms. Penny Swan, 191 South West Street, thanked Council for their determination to declare Mr. Jennings as an unqualified candidate and for upholding the requirements found in the City Charter.

Mr. Dennis Wainscott, 34 Garden Street, also thanked Council for their determination regarding the candidacy of Mr. Jennings.

DPS Director Hammel reported the exterior restoration repairs to City Hall would begin in the next couple of days. Mr. Hammel also noted repairs to E. Bacon Street would be delayed during the fair to alleviate traffic congestion.

City Manager's Report

City Manager Mackie:

1. After a brief review with Council, it was determined that all BPU purchases over \$10,000 would be presented to City Council for final approval.
2. Reported the Fly-In at the airport had over 1,000 visitors and the Exchange Club had provided over 500 breakfast meals.
3. Commended retiring Police Officer Ted Brendel for his many years of service to the City of Hillsdale and wished Officer Brendel best wishes on his retirement.
4. Noted the Hillsdale County Fair parade would be held on Monday, September 24th beginning at 11:00 a.m.
5. Congratulated Small Town Sweet Boutique on their one-year anniversary as a store in the downtown area. City Manager Mackie noted the store would have a special celebration on Saturday, September 22nd.
6. Reported the Chamber of Commerce would host a Coffee Hour with Congressman Tim Wahlberg on September 24th at their offices.
7. Noted the Hillsdale College Homecoming was scheduled for the week of September 24th, which included a football game and other special events.
8. Thanked Council for the commemorative shovel and commended city staff for their efforts in obtaining grants and managing the various projects to improve city streets.

Council Comments

Council Member Sharp commended staff for the new city logos that had been installed on the new city vehicles and the entry doors at City Hall.


Council Member Morrisey noted the increased transparency that had been implemented under the direction of City Manager Mackie, especially as it related to the purchases and contracts presented to Council for the BPU.

Mayor Stockford thanked the Exchange Club for hosting an introductory session on pickleball at the new Hillsdale College courts. Mayor Stockford noted the Exchange Club had helped fund the construction of the new courts and invited everyone to attend the sessions on Monday nights at 6:00 p.m.


Adjournment

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

The meeting adjourned at 8:25 p.m.



Adam L. Stockford, Mayor



Stephen M. French, City Clerk