

**CITY COUNCIL MINUTES**

City of Hillsdale  
November 15, 2021  
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. Clerk Price took roll call.

Council Members present:	Adam Stockford, Mayor Anthony Vear, Ward 1 William Morrissey, Ward 2 Bruce Sharp, Ward 3 Bill Zeiser, Ward 3 Raymond Briner, Ward 4 Robert Socha, Ward 4
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Council Members absent:	R Greg Stuchell Cynthia Pratt
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Also Present: David Mackie (City Manager), Attorney Tom Thompson, Katy Price (City Clerk), Scott Hephner (HCPD/HCFD), Jake Hammel (DPS Director), Karen Lancaster (Finance Director, electronically present) Penny Swan, Lance Lashaway, Doug Ingles, Ruth Brown, Lisa Sparks, Roger Sparks, Josh Hypes and Corey Murray (HDN).

**Approval of Agenda**

City Manager Mackie requested that Communication Item K. Doug Ingles, County Commissioner to be added to the agenda.

Mayor Stockford requested that New Business Item F. TIFA Board Member Appointment Discussion (Doug Ingles County Commissioner) be added to the agenda.

Motion by Council Member Morrissey, seconded by Council Member Briner to add Communication Item K. Doug Ingles, County Commissioner and New Business Item F. TIFA Board Member Appointment Discussion (Doug Ingles County Commissioner) to the agenda as requested.

Roll call:

Council Member Vear	Aye
Council Member Briner	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye
Council Member Sharp	Aye

Motion passed 7-0

Motion by Council Member Vear, seconded by Council Member Morrissey to approve the agenda as amended.

Roll call:

Council Member Vear	Aye
Council Member Briner	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye
Council Member Sharp	Aye

Motion passed 7-0

**Public Comment**

Ruth Brown, commented on the Communications item Survivors Suicide Loss prevention event.

Lance Lashaway, commented on a FOIA lawsuit he presented to the city and handed copies to Clerk Price to distribute to Council. Mayor Stockford asked Mr. Lashaway to comment at the second public comment section as this wasn't tied to city agenda.

Jack McLain commented on the poor quality of microphones. McLain also thanked whomever was responsible for bringing the TIFA annual reports to council in the agenda.

**Consent Agenda**

- A. Approval of Bills
  - 1. City and BPU Claims of October 14, 2021: \$481,862.99
  - 2. Payroll of October 14, 2021: \$177,698.47
- B. City Council Minutes of October 18, 2021
- C. Finance Minutes of September 20, 2021, October 4, 2021, October 18, 2021, November 1, 2021
- D. Planning Commission Minutes of September 15, 2021
- E. EDC Minutes of August 19, 2021
- F. EDC Three Meadows Committee Minutes of September 14, 2021
- G. EDC Business Review Committee Minutes of September 16, 2021
- H. Community Development Committee Minutes of October 28, 2021
- I. BPU: Transformer Purchase for Building Project
- J. Assessing Department Report
- K. TIFA Annual Report FY 2020 & 2021

Motion by Council Member Morrissey, seconded by Council Member Vear to approve the Consent agenda as presented.

Roll call:

Council Member Vear	Aye
Council Member Briner	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye
Council Member Sharp	Aye

Motion passed 7-0

**Communications/Petitions**

- A. Financial Reports for the Quarter Ending 9/30/21

- B. FEMA Grant Award & Bid
- C. MSHDA Neighborhood Enhancement Program Update
- D. 2021 BPU Lights Contest
- E. Light Up Parade Event
- F. Winter 2021 City Newsletter
- G. Toys for Tots Collection Locations: City Hall
- H. Christmas at the Poorhouse Event
- I. Survivors of Suicide Loss Luncheon
- J. Comcast Letter
- K. Doug Ingles County Commissioner Update

Karen Lancaster (Finance Department) reported to Council on the financial reports electronically for the quarter ending 9/30/21.

Scott Hephner (Police/Fire Chief) reviewed the FEMA grant award that was received between regional participating partners for new SCBA units. A total of \$420,000.00 was awarded for 63 units being split evenly between three departments; City of Jonesville, City of Litchfield and the City of Hillsdale. Each department to pay five percent (5%).

County Commissioner Ingles updated Council and reviewed the Emergency Communication report. Ingles stated that the current system for emergency communication is outdated countywide and needs to be updated to digital services. The report from law enforcement on emergency communications finds occasional poor voice quality, problems with agencies talking over each other, difficulty communicating in buildings, poor communication with user in Ohio and Indiana, etc. The next generation system needs communication with improved voice quality, communication system with multiple channels, countywide communications for portable on the hip users, improved coverage of paging and alerting among other things. Hillsdale County is on an analog system all surrounding areas are on digital systems. The total cost of a new digital system is estimated at \$12,000,000.00.

All items presented for the purpose of information only.

### **Introduction and Adoption of Ordinances/Public Hearings**

#### **Old Business**

- A. Hillsdale College Barber Drive Sidewalk/Terrace Project Agreement

DPS Director, Jake Hammel stated as discussed at the October 4, 2021, and October 18, 2021 meetings, Hillsdale College submitted a Right of Way Permit Application for the installation of a sidewalk on Barber Drive from Hillsdale Street to Hayden Park, and a retaining wall on Barber Drive to facilitate the sidewalk between Hillsdale and Union Streets. After discussion with the College, it has been agreed the College will maintain the walk, retaining wall, landscape, and crosswalk signage in perpetuity. An agreement between the City and the college has been drafted by the City Attorney stating as such. It will be recorded with the Register of Deeds upon signature.

After review, Hillsdale College has requested minor changes for City Council approval.

Motion by Council Member Briner, seconded by Council Member Zeiser to approve the agreement between Hillsdale College and The City of Hillsdale for the Barber Drive Sidewalk/Terrace project.

Roll call:

Council Member Vear	Aye
Council Member Briner	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye
Council Member Sharp	Aye

Motion passed 7-0

B Leaf Collection Verbal Update- Jake Hammel

Jake Hammel (Public Services Director) stated that the crew has been through an entire collection round once, the second round of collection is starting tomorrow. The new equipment has been great but has been a learning curve for staff. Resident cooperation is needed. Hammel stated residents need to have all piles out to the curb by the first day of ward collection. Equipment and crew will not be back once crews are through the ward. No rocks, concrete, branches, brush, trash, or anything non leaf related will be picked up in piles.

Collection notice can be found on the City's website, WCSR radio and on social media.

Mayor Stockford stated the Wall Street Journal contacted him and wanted to do an article on the leaf collection in the City of Hillsdale.

Hammel updated Council on the Transfer Station. Station was open a few weeks ago and has been posted on website, social media and WCSR radio as open. The doors need to be installed and will be installed soon.

**New Business**

A. Realtor Listing Agreement for Manufacturing & Technology Park Vacant Land

The City of Hillsdale Economic Development Corporation (EDC) advertised approximately 200 acres in the Manufacturing & Technology Park for realtor services. No bids were submitted. The EDC board then reached out to various local realtors/brokers to see if any interest in listing the vacant land. The board received three responses. Upon discussion the board is recommending Mrs. Christie Plemmons broker/realtor with Christie Plemmons Realty and Mr. Mike Plemmons with Michigan Whitetail Properties as the co-listing agents. The commission will be 5%. All advertising costs are included on their side. Advertising outlets utilized will include commercial outlets like Loopnet and Co-Star, as well as LandsofAmerica and Land.com. The "traditional" real estate outlets like Zillow, Realtor.com, and Trulia will also be part of that. They do social media targeted advertising, as well as regular radio.

Motion by Council Member Sharp, seconded by Council Member Socha to approve the listing agreement between Christie Plemmons Realty and the City of Hillsdale for 200 acres of vacant land for a period of one (1) year.

Roll call:

Council Member Vear	Aye
Council Member Briner	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye
Council Member Sharp	Aye

Motion passed 7-0

B. BPU: Union City Withdrawal Agreement from MSCPA

City Manager Mackie stated that Union City has requested to withdraw from the Michigan South Central Power Agency. Union City's assets and liabilities are being split between the cities of Coldwater and Marshall. The attached agreement has been prepared by MSCPA's attorneys and reviewed by AMP. Hillsdale's and Clinton's assets and costs will remain the same and not increase based on the withdraw.

Motion by Council Member Morrisey, seconded by Council Member Vear to approve the Union City Withdrawal agreement for MSCPA.

By a voice vote, the motion passed unanimously.

C. M-99 Sanitary Sewer Replacement

In September 2021, the City's contractor was completing video inspections of pipe sections under M-99 and the camera fell into a void in the bottom of the pipe. This required an opening of the roadway to retrieve the camera and fix the failed pipe section. During this work, the adjacent pipe was found to be in fragile condition making the pipe repair connections difficult.

At the time of the Request for Proposal (RFP) for Sewer Lining we received video footage of a 500 LF section of sanitary sewer pipe under M-99 that may not be able to utilize the proposed Cured-In-Place Pipe System (CIPP). As such and in the interest of time for this repair we requested unit price bids for replacement of a 500 LF of sanitary sewer by open-cut construction.

On October 28, 2021, the city received 4 responses to our advertised bid request.

Lowest bidder was Parrish Excavating of Quincy, MI with a bid in the amount of \$173,814.00.

Motion by Council Member Sharp, seconded by Council Member Morrisey to award the M-99 Sanitary Sewer Replacement contract to Parrish Excavating in the amount not to exceed \$173,814.00.

Roll call:

Council Member Vear	Aye
Council Member Briner	Aye
Council Member Morrisey	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye
Council Member Sharp	Aye

Motion passed 7-0

D. M-99 Sanitary Sewer Lining

In September 2021 the City's contractor was completing video inspections of pipe sections under M-99 and the camera fell into a void in the bottom of the pipe. This required an opening of the roadway to retrieve the camera and fix the failed pipe section. During this work the adjacent pipe was found to be in fragile condition making the pipe repair connections difficult.

Due to the fragile condition of this sewer pipe the city developed a Request for Proposal (RFP) to utilize a Cured-In Place Pipe System (CIPP) for a 1,500 LF section of 10" sanitary sewer piping under M-99 utilizing unit price costing. There is potential that approximately 500 LF of this sanitary sewer pipe may not be able to be lined due to the condition of the pipe flow line and will require open cut construction to repair.

On October 28, 2021 the city received 2 responses to our advertised bid request.

Lowest bidder was Insituform Technologies of Indianapolis, IN with a bid in the amount of \$57,793.50.

Motion by Council Member Socha, seconded by Council Member Vear to award the M-99 Sanitary Sewer Lining contract to Insituform Technologies in the amount of \$57,793.50 plus a contingency amount of \$7,206.50 for a total contract amount of \$65,000.00.

Roll call:

Council Member Vear	Aye
Council Member Briner	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye
Council Member Sharp	Aye

Motion passed 7-0

E. 2021-22 Utility Pot Holing – Water Service Investigations

In June 2018, Michigan’s Department of Environmental Quality (DEQ), now the Michigan Department of Environment, Great Lakes & Energy (EGLE), promulgated major revisions to Michigan’s Lead and Copper Rule. A portion of these revisions requires a community water supply to provide EGLE a complete Distribution System Material Inventory (DSMI) by January 1, 2025.

The city’s water system has an estimated 2,817 water services that must be investigated in the next 2 to 3 years to comply with the State’s mandate to verify materials at 4 locations along the each water service line. These locations are 1) at the water main, 2) on the street side of the curb stop, 3) on the house side of the curb stop, and 4) the material in the house to the meter. The state has updated their requirements to not necessarily require verifications of every service line in the system but rather allows for evaluations of a “statistical sound subset” which then may be used as a baseline for the prediction materials at other locations.

The City of Hillsdale, in early 2021, received \$241,000 in grant funding to complete 338 random verifications at locations throughout the city. The city recently received bids associated with a Request for Proposal (RFP) for utility potholing for this work. This RFP request was in 2 parts, Part 1; for the service line verifications at 3 of the 4 locations along the water service line at 338 random locations and Part 2 requested potholing services of another approximately 300 services at both sides of the curb-stop only.

On October 28, 2021 the city received 4 responses to our advertised bid request.

Lowest bidder was Allegheny Utility Solutions, LLC (AUS) of Bellefonte, PA with a bid in the amount of \$234,678.58 (Part 1) and \$100,000.00 (Part 2).

Motion by Council Member Socha, seconded by Council Member Vear to award the 2021-22 Utility Pot Holing contract to Allegheny Utility Solutions, LLC (AUS) in the amount of Part 1 - \$234,678.58 plus a contingency amount of \$6,321.42 for a total contract amount of \$241,000.00 and Part 2 - \$100,000.00.

Roll call:

Council Member Vear	Aye
Council Member Briner	Aye
Council Member Morrissey	Aye
Mayor Stockford	Aye
Council Member Socha	Aye
Council Member Zeiser	Aye
Council Member Sharp	Aye

Motion passed 7-0

F. TIFA Board Appointment Discussion County Commissioner Doug Ingles

Mayor Stockford stated that he was approached by the County Commission and mentioned that they would like to have a representative serve on the different TIFA boards in the county. The City's District Commissioner would be Doug Ingles. There was some questions raised on edibility for a County Commissioners to be able to serve.

City Attorney Thompson stated that Commissioners are eligible to serve under the Incompatible Offices Act referencing section 3.3, stating that section 2 does not prohibit a specific public officer from being appointed or serving on the TIFA board.

Mayor Stockford mentioned that TIFA Chair Gelzer asked to have Mr. Ingles wait to be appointed to the board until after the Dawn Theater project is completed so the expired members can see the project through. Tentative appointment would be set for next council meeting.

More Council discussion ensued.

No action taken.

**Miscellaneous Reports**

- A. Proclamation – None
- B. Appointments—None
- C. Other – None

**General Public Comment**

Jack McLain, commented on the TIFA meeting bimonthly and spoke on the MSHDA Neighborhood Enhancement Program.

Lance Lashaway, apologized for his actions earlier during the first public comment. He asked how County Commissioners could serve on two boards and asked about what the County Commissioners have in mind being on the TIFA board.

**City Manager's Report**

Mackie stated he began doing the BPU Director/City Manager duties since November 1, 2021.

Mackie promoted Jeff Gier to the BPU Water/Sewer Director as he was serving as an interim basis prior and has done a fantastic job.

Dawn Theater is wrapping up the final details and should be open by end of November 2021.

There is a second lawsuit pending by Lashaway regarding FOIA. The policy is located on the website for those interested.

Public Services Department is doing a good job with leaf collection but they are learning the equipment and will become better as time goes on.

**Council Comments**

Council Member Sharp thanked Parrish Excavating for their professional services with the demolition of 69 and 65 Westwood Street and stated they did a great job getting it accomplished.

Mayor Stockford stated that he recently saw that Chopper Furgeson passed away.

Mayor Stockford stated that Dairy Queen is now open and it is a great family operating business.

**Adjournment**

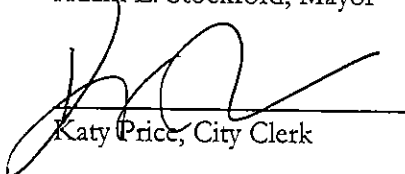
Council Member Socha, seconded by Council Member Vear moved to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:30 p.m.



Adam L. Stockford, Mayor



Katy Price, City Clerk