



# City Council Agenda

November 21, 2022  
7:00 p.m.

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

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- 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 and BPU Claims of November 3, 2022: \$1,263,754.38
    - 2. Payroll of October 27, 2022: \$182,156.41
  - B. City Council Minutes of November 7 & November 14, 2022
  - C. Library Minutes of September 8, 2022
  - D. Housing Commission Minutes of September 21, 2022
  - E. Christmas in the City Parking Space Closure
  - F. 2022 Christmas Light Up Parade
  - G. BPU WWTP Replacement Valves and Piping
- VI. Communications/Petitions**
  - A. 2022 The Great Give
  - B. Winter Newsletter
  - C. Key Opportunity Business After Hours
  - D. Christmas in the City
  - E. Leaf Collection Update
- VII. Introduction and Adoption of Ordinances/Public Hearing**
- VIII. Old Business**
- IX. New Business**
  - A. Health Insurance Pool
  
  - B. Traffic Control Order for Marked Pedestrian Crossing
  - C. Standing Committee Appointments – Mayor Stockford
- X. Miscellaneous Reports**
  - A. Proclamation- None
  - B. Reappointment- Library Board – George Allen
  - C. Other- None
- XI. General Public Comment**
- XII. City Manager’s Report**

**XIII. Council Comment**

**XIV. Adjournment**

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
 EXP CHECK RUN DATES 11/03/2022 - 11/03/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-123.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	808.01	104979
Total For Dept 000.000				808.01	
Dept 172.000 CITY MANAGER					
101-172.000-715.000	DENTAL & VISION - CITY MANAGER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		39.14	378
101-172.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	195.30	382
101-172.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	6.50	384
101-172.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	15.39	384
Total For Dept 172.000 CITY MANAGER				256.33	
Dept 175.000 ADMINISTRATIVE SERVICES					
101-175.000-801.000	CONTRACTUAL SERVICES	ARCHIVESOCIAL	ANNUAL SUBSCRIPTION SOCIAL MEDIA ARCHIV	2,988.00	104966
101-175.000-801.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	310.86	104979
101-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES, I	TEXT HARD DRIVE CITY INTERN PROGRAM	94.95	104964
101-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	NET ADMIN SERVICES OCT 2022	508.75	105059
101-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	ANNUAL EMAIL SPAM FILTER VIPRE	391.37	105059
101-175.000-802.000	TEAMVIEWER SUBSCRIPTION	CARD SERVICES CENTER	S. KEISER CREDIT CARD	305.50	379
Total For Dept 175.000 ADMINISTRATIVE SERVICES				4,599.43	
Dept 191.000 FINANCE DEPARTMENT					
101-191.000-715.000	DENTAL & VISION - FINANCE	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		39.14	378
101-191.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	585.89	382
101-191.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	6.50	384
101-191.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	8.66	384
101-191.000-801.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	466.62	104979
101-191.000-810.000	MGFOA MEMBERSHIP DUES	CARD SERVICES CENTER	T. BUMPUS CREDIT CARD	120.00	379
101-191.000-956.200	MGFOA CONFERENCE - COFFEE	CARD SERVICES CENTER	T. BUMPUS CREDIT CARD	516.71	379
Total For Dept 191.000 FINANCE DEPARTMENT				1,743.52	
Dept 215.000 CITY CLERK DEPARTMENT					
101-215.000-715.000	DENTAL & VISION - CITY CLERK	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		97.85	378
101-215.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	1,464.72	382
101-215.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	384
101-215.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.53	384
101-215.000-734.000	POSTAGE	CARD SERVICES CENTER	K. PRICE CREDIT CARD	127.85	379
101-215.000-801.000	PAPER SHREDDING SERVICE	ACCUSHRED	PAPER SHREDDING SERVICE	67.95	104961
Total For Dept 215.000 CITY CLERK DEPARTMENT				1,791.14	
Dept 253.000 CITY TREASURER					
101-253.000-964.000	REFUNDS AND REBATES	HILLSDALE CO TREASURER	BILLBACK - 30 006 426 329 14	19.93	105014
Total For Dept 253.000 CITY TREASURER				19.93	
Dept 257.000 ASSESSING DEPARTMENT					
101-257.000-715.000	DENTAL & VISION - ASSESSING	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		28.24	378
101-257.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	488.24	382
101-257.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	32.48	384
101-257.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	47.26	384
101-257.000-810.000	DUES AND SUBSCRIPTIONS	STATE OF MICHIGAN	2023 ASSESSOR CERTIFICATION RENEWALS	400.00	105062
101-257.000-860.000	CAR WASH FOR ASSESSING/CODE ENF	CARD SERVICES CENTER	K. THOMAS CREDIT CARD	7.00	379
Total For Dept 257.000 ASSESSING DEPARTMENT				1,003.22	
Dept 262.000 ELECTIONS					
101-262.000-726.000	ELECTION POSTAGE	CARD SERVICES CENTER	K. PRICE CREDIT CARD	420.00	379

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 262.000 ELECTIONS					
Total For Dept 262.000 ELECTIONS				420.00	
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-726.000	VACUUM BREAKER KIT	AMERICAN COPPER AND BRASS,	VACUUM BREAKER KIT	1,328.70	104965
101-265.000-726.000	WATER - CITY HALL	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	15.75	105011
101-265.000-726.000	TOILET PAPER, SOAP	CARD SERVICES CENTER	K. PRICE CREDIT CARD	37.10	379
101-265.000-801.000	CITY HALL CLEANING	EAST 2 WEST ENTERPRISES,	CITY HALL CLEANING - OCT 2022	650.00	104997
101-265.000-801.000	MOP & BUFF DISPATCH OFFICE	EAST 2 WEST ENTERPRISES,	MOP & BUFF DISPATCH OFFICE	40.00	104997
101-265.000-801.000	MIDEAL REPEATER STATION	RAYLECOM COMMUNICATIONS	LIMIDEAL REPEATER STATION	5,410.10	105050
101-265.000-801.000	MATS - CITY HALL	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	19.46	105073
101-265.000-801.000	MATS - CITY HALL	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	19.46	105073
101-265.000-801.000	MATS - CITY HALL	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	19.46	105073
101-265.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY ETHERFAX BILL	112.00	104980
101-265.000-920.000	505119616 - 97 N BROAD - CITY HA	MICH GAS UTILITIES	NATURAL GAS UTILITY - 97 BROAD	62.18	369
101-265.000-920.000	505431439 - 22 N MANNING - MITCH	MICH GAS UTILITIES	NATURAL GAS UTILITY - 22 N MANNING	141.09	371
Total For Dept 265.000 BUILDING AND GROUNDS				7,855.30	
Dept 270.000 HUMAN RESOURCES					
101-270.000-715.000	DENTAL & VISION - HUMAN RESOURCE	BLUE CROSS & BLUE SHIELD (	DENTAL & VISION INSURANCE GROUP 0070034	39.14	378
101-270.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	585.89	382
101-270.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	6.50	384
101-270.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	12.89	384
101-270.000-801.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	273.57	104979
101-270.000-956.200	MERS CONFERENCE - HOTEL REBATE	CARD SERVICES CENTER	L. SERGENT CREDIT CARD	651.04	379
Total For Dept 270.000 HUMAN RESOURCES				1,569.03	
Dept 301.000 POLICE DEPARTMENT					
101-301.000-715.000	DENTAL & VISION - POLICE	BLUE CROSS & BLUE SHIELD (	DENTAL & VISION INSURANCE GROUP 0070034	686.91	378
101-301.000-715.000	DENTAL & VISION - POLICE	BLUE CROSS & BLUE SHIELD (	DENTAL & VISION INSURANCE GROUP 0070034	141.18	378
101-301.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	14,354.27	382
101-301.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	235.48	384
101-301.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	308.81	384
101-301.000-726.000	SHIPPING & HANDLING	CMP DISTRIBUTOR, INC	DUTY BELT FOR POLICE ACADEMY TRAINING/F	12.00	104987
101-301.000-726.000	TISSUE, WALL CLOCK, AIR FRESHENE	WALMART COMMUNITY	TISSUE, WALL CLOCK, AIR FRESHENER	61.98	26
101-301.000-726.000	POSTAGE/EVIDENCE MAILED-B. MARTI	CARD SERVICES CENTER	S. HEHPNER CREDIT CARD	23.37	379
101-301.000-740.301	FUEL AND LUBRICANTS-POLICE	WATKINS OIL COMPANY	POLICE FUEL	2,524.22	105082
101-301.000-742.000	DUTY BELT/ACADEMY TRAINING K. PH	CMP DISTRIBUTOR, INC	DUTY BELT FOR POLICE ACADEMY TRAINING/F	89.25	104987
101-301.000-742.000	2022 EQUIPMENT ALLOWANCE/BOOTS	ERIC GIACOBONE	2022 EQUIPMENT ALLOWANCE BOOTS/SOCKS	195.00	104998
101-301.000-742.000	1 PR PANTS/A. GIBBONS	GALL'S, INC	1 PR PANTS/A. GIBBONS	65.59	105002
101-301.000-801.000	ONLINE INVESTIGATION SERVICE	TRANSUNION RISK AND ALTERN	ONLINE INVESTIGATIVE SYSTEM BILLING 10/	75.00	105069
101-301.000-900.000	(500) OFFICER/CASE# CARDS	ARROW SWIFT PRINTING	OFFICER/CASE# CARDS	39.50	104967
101-301.000-930.000	BODY WORN VIDEO REPAIR/S. PRATT	KUSTOM SIGNALS, INC	BODY WORN VIDEO REPAIR/REPLACED REAR CC	152.00	105023
101-301.000-930.000	REPLACED LF TIRE/UNIT 2-3	NORM'S TIRE & SERVICE	DISMOUNT/MOUNT & BALANCE 1 LF TIRE/UNIT	185.37	105034
101-301.000-930.000	REPLACED LR TIRE/UNIT 2-4	NORM'S TIRE & SERVICE	DSIMOUNT/MOUNT & BALANCE 1 LR TIRE/UNIT	185.37	105034
101-301.000-930.000	OIL CHANGE/UNIT 2-7	PARNEY'S CAR CARE	OIL CHANGE/UNIT 2-7 (2022 EXPLORER)	38.04	105036
101-301.000-930.000	OIL CHANGE/TIRE ROTATION - UNIT	PARNEY'S CAR CARE	OIL CHANGE/TIRE ROTATION - UNIT 2-3 (20	53.04	105036
101-301.000-930.000	LBR & PARTS R&R SPARK PLUGS/BOOT	STILLWELL FORD MERCURY, IN	SERVICE CALL/R&R SPARK PLUGS/BOOTS, R&F	2,420.62	105063
101-301.000-956.005	LODGING/FTO SCHOOL/D. SIMS	CARD SERVICES CENTER	S. HEHPNER CREDIT CARD	425.00	379
101-301.000-956.200	LODGING REIMBURSEMENT/ACADEMY TR	KOEL A. PHILLIPS	LODGING REIMBURSEMENT/REQUIRED OVERNIGH	111.13	105020
101-301.000-956.200	MEAL REIMBURSEMENT/SEXUAL ASSAUL	SHELBY RATHBUN	MEALS REIMBURSEMENT/SEXUAL ASSAULT INVE	55.08	105049
101-301.000-956.200	LODGING/FTO SCHOOL D. SIMS	CARD SERVICES CENTER	S. HEHPNER CREDIT CARD	55.00	379
Total For Dept 301.000 POLICE DEPARTMENT				22,493.21	



GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 336.000 FIRE DEPARTMENT					
101-336.000-715.000	DENTAL & VISION - FIRE	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		252.18	378
101-336.000-715.000	DENTAL & VISION - FIRE	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		28.23	378
101-336.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	4,491.81	382
101-336.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	73.08	384
101-336.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	93.56	384
101-336.000-726.000	100 PLASTIC SECURITY DISPOSABLE	AMAZON CAPITAL SERVICES, I	100 PLASTIC SECURITY PADLOCK SEAL RED I	14.99	104964
101-336.000-726.000	POST-IT NOTES/PENS	CURRENT OFFICE SOLUTIONS	POST-IT NOTES/PENS	34.29	104991
101-336.000-726.000	SHIPPING & HANDLING	GALL'S, INC	1 PR PANTS/M. HAWKINS	5.00	105002
101-336.000-726.000	1 REMOTE SPEAKER MIC	ROE-COMM., INC.	REMOTE SPEAKER MIC/MINITOR VI BELT CLIE	162.00	105053
101-336.000-730.000	VISION LED (BACK UP LIGHTS/ENG 3	PERFORMANCE AUTOMOTIVE	VISION LED (BACK UP LIGHTS/ENGINE 333)	25.79	105037
101-336.000-730.000	DIELECTIC TUNE-UP GREASE/ENG 333	PERFORMANCE AUTOMOTIVE	DIELECTIC TUNE-UP GREASE/ENGINE 333	10.39	105037
101-336.000-730.000	RADIATOR CAP/ENG 332	PERFORMANCE AUTOMOTIVE	RADIATOR CAP/ENGINE 332	5.59	105037
101-336.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	WATKINS FUEL FIRE	829.10	105082
101-336.000-742.000	1 PR PANTS/M. HAWKINS	GALL'S, INC	1 PR PANTS/M. HAWKINS	61.60	105002
101-336.000-742.000	2 PR PANTS/C. BURKE	GALL'S, INC	2 PR PANTS/C. BURKE	147.98	105002
101-336.000-742.000	1 PR PANTS/M. HAWKINS	GALL'S, INC	1 PR PANTS/M. HAWKINS	63.49	105002
101-336.000-920.000	502806085 - 77 E CARLETON - FIRE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 77 E CARLETON	120.59	370
101-336.000-930.000	SERVICE CALL/LBR LUBE & TUNE DOO	THE DOOR MAN	SERVICE CALL HCFD/FRONT DOOR #2, REAR I	865.00	104994
Total For Dept 336.000 FIRE DEPARTMENT				7,284.67	
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-715.000	DENTAL & VISION - PUBLIC SERVICE	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		97.85	378
101-441.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	1,464.72	382
101-441.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	32.48	384
101-441.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	49.00	384
101-441.000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, I	COMPUTER STANDS	79.98	104964
101-441.000-726.000	CLEANING CHEM DISP	CINTAS CORPORATION	CLEANING CHEM DISP	43.64	104983
101-441.000-726.000	PAPER	CURRENT OFFICE SOLUTIONS	PAPER	152.91	104991
101-441.000-726.000	KEYS	GELZER & SON INC	KEY	2.29	105004
101-441.000-726.000	GLOVES	GELZER & SON INC	GLOVES	21.98	105004
101-441.000-726.000	WATER - 149 WATERWORKS	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE	10.50	105011
101-441.000-726.000	STEP LADDER	JONESVILLE LUMBER	STEP LADDER	199.99	105019
101-441.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	34.96	105073
101-441.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	34.96	105073
101-441.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	34.96	105073
101-441.000-801.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	517.44	104979
101-441.000-801.000	DUST CONTROL	CORRIGAN ENVIRONMENTAL SOI	DUST CONTROL	408.00	104989
101-441.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	32.76	105073
101-441.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	32.76	105073
101-441.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	32.76	105073
101-441.000-801.000	CONTRACTUAL SERVICES	VERIZON WIRELESS	MONTHLY VERIZON BILL	50.05	105080
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				3,333.99	
Dept 447.000 ENGINEERING SERVICES					
101-447.000-715.000	DENTAL & VISION -ENGINEERING	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		97.85	378
101-447.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	1,464.72	382
101-447.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	16.24	384
101-447.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	38.47	384
101-447.000-810.000	MI PROF LICENSING	CARD SERVICES CENTER	K. BAUER CREDIT CARD	335.00	379
Total For Dept 447.000 ENGINEERING SERVICES				1,952.28	
Dept 567.000 CEMETERIES					
101-567.000-801.000	OCTOBER PORTA JOHN RENTAL	LAPEW SANITATION - THOMAS	OCTOBER PORTA JOHN RENTAL	105.00	105024

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
 EXP CHECK RUN DATES 11/03/2022 - 11/03/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 567.000 CEMETERIES					
101-567.000-801.000	CEMETARY	TKC LAWN SNOW AND WOOD LLC	CEMETARY	5,775.00	105068
Total For Dept 567.000 CEMETERIES				5,880.00	
Dept 595.000 AIRPORT					
101-595.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	384
101-595.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	17.77	384
101-595.000-726.000	POLES FOR TOW SIGNS	GELZER & SON INC	POLES FOR TOW SIGNS	16.98	105004
101-595.000-726.000	TAPE, BATTERIES, JETFLAME LIGHTE	GELZER & SON INC	TAPE, BATTERIES, JETFLAME LIGHTER, HARI	28.14	105004
101-595.000-726.000	WATER - AIRPORT	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE	5.25	105011
101-595.000-726.000	SODA, CREAMER, COFFEE, CUPS, ICE	MARKET HOUSE	SODA, CREAMER, COFFEE, CUPS, ICE, WATEF	60.08	105027
101-595.000-726.000	OIL CHANGE SUPPLIES	PERFORMANCE AUTOMOTIVE	OIL CHANGE SUPPLIES	18.29	105037
101-595.000-726.000	JUMPER CABLES FOR FUEL TRUCK	PERFORMANCE AUTOMOTIVE	JUMPER CABLES FOR FUEL TRUCK	124.89	105037
101-595.000-726.000	OIL	CARD SERVICES CENTER	G. MOORE CREDIT CARD	119.32	379
101-595.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	WATKINS FUEL AIRPORT	32.34	105082
101-595.000-801.000	PORTABLE TOILETS FOR FLY-IN	PRIVY DELIVERY	PORTABLE TOILETS FOR FLY-IN	400.00	105042
101-595.000-801.000	AWOS CONTRACT	STATE OF MICHIGAN	AWOS CONTRACT	759.33	105061
101-595.000-801.000	POS PAYMENT PROCESS EQUIP RENTAL	AVFUEL CORP	POS PAYMENT PROCESS EQUIP RENTAL	20.00	377
101-595.000-801.000	JET-A REFUELING TRUCK RENTAL	AVFUEL CORP	JET-A REFUELING TRUCK RENTAL	950.00	377
101-595.000-810.000	AIRPORT LICENSE FEES	STATE OF MICHIGAN	AIRPORT LICENSE FEES	50.00	105061
101-595.000-920.000	PROPANE FOR AIRPORT	SPRATT'S	PROPANE FOR AIRPORT	337.39	105060
101-595.000-930.000	PARTS FOR RUNWAY LIGHTS	ADB SAFEGATE AMERICAS LLC	PARTS FOR RUNWAY LIGHTS	341.31	104962
101-595.000-930.000	PARTS FOR MAINT ON FUEL TRUCK &	AUTO ZONE	PARTS FOR MAINT ON FUEL TRUCK & CREW CF	105.34	104969
101-595.000-930.000	CABLE FOR SNOW BLOWER	GELZER & SON INC	TAPE, BATTERIES, JETFLAME LIGHTER, HARI	6.56	105004
101-595.000-930.000	REPAIRS FOR FALLING CEILING TILE	GELZER & SON INC	WHITE SEALANT, HARDWARE FOR FALLING CEI	18.47	105004
101-595.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIVE	GREASE, CAR WASH	47.29	105037
Total For Dept 595.000 AIRPORT				3,474.99	
Dept 701.000 PLANNING DEPARTMENT					
101-701.000-715.000	DENTAL & VISION - PLANNING	BLUE CROSS & BLUE SHIELD C	DENTAL & VISION INSURANCE GROUP 0070034	97.85	378
101-701.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	1,464.72	382
101-701.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	384
101-701.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	19.23	384
Total For Dept 701.000 PLANNING DEPARTMENT				1,598.04	
Dept 728.000 ECONOMIC DEVELOPMENT					
101-728.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	384
101-728.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	23.08	384
Total For Dept 728.000 ECONOMIC DEVELOPMENT				39.32	
Dept 756.000 PARKS					
101-756.000-801.000	DUST CONTROL	CORRIGAN ENVIRONMENTAL SOI	DUST CONTROL	816.00	104989
101-756.000-801.000	OCTOBER PORTA JOHN RENTAL	LAPEW SANITATION - THOMAS	OCTOBER PORTA JOHN RENTAL	1,170.00	105024
Total For Dept 756.000 PARKS				1,986.00	
Total For Fund 101 GENERAL FUND				68,108.41	
Fund 202 MAJOR ST./TRUNKLINE FUND					
Dept 450.000 STREET SURFACE					
202-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	284.00	105006
202-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	35.50	105006
202-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	198.09	105006
202-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	336.60	105006
202-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	88.00	105006

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR ST./TRUNKLINE FUND					
Dept 450.000 STREET SURFACE					
Total For Dept 450.000 STREET SURFACE				942.19	
Dept 460.000 R.O.W. MAINTENANCE					
202-460.000-726.000	BAG OF CONCRETE WITH LIMESTONE	BECKER & SCRIVENS	CONCRETE WITH LIMESTONE	37.50	104975
202-460.000-801.000	LABOR AND EQUIPMENT	HILLSDALE CO ROAD COMMISS	LABOR AND EQUIPMENT	584.06	105013
Total For Dept 460.000 R.O.W. MAINTENANCE				621.56	
Dept 470.000 TREES					
202-470.000-801.000	STATE ST MAPLE	CRAIG WICKHAM	STATE ST MAPLE	5,800.00	105083
Total For Dept 470.000 TREES				5,800.00	
Dept 490.000 TRAFFIC					
202-490.000-726.000	FASTENERS AND ANCHORS/SIGN BOLTS	GELZER & SON INC	FASTENERS AND ANCHORS/SIGN BOLTS	38.99	105004
Total For Dept 490.000 TRAFFIC				38.99	
Total For Fund 202 MAJOR ST./TRUNKLINE FUND				7,402.74	
Fund 203 LOCAL ST. FUND					
Dept 450.000 STREET SURFACE					
203-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	291.81	105006
203-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	256.31	105006
203-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	235.01	105006
203-450.000-726.000	COMMERCIAL TOP	GERKEN MATERIAL, INC	COMMERCIAL TOP	80.00	105006
203-450.000-801.000	DUST CONTROL	CORRIGAN ENVIRONMENTAL	SOI DUST CONTROL	2,992.00	104989
Total For Dept 450.000 STREET SURFACE				3,855.13	
Dept 460.000 R.O.W. MAINTENANCE					
203-460.000-726.000	CRUSHED RIVER ROCK	DOUBLE A LAWNSCAPING & SUI	CRUSHED MICHIGAN RIVER ROCK	69.00	104995
203-460.000-726.000	NO HUNTING SIGN	GELZER & SON INC	NO HUNTING SIGN	13.14	105004
Total For Dept 460.000 R.O.W. MAINTENANCE				82.14	
Dept 470.000 TREES					
203-470.000-801.000	41" MAPLE TREE	LONSBERY, JEFFREY	41" MAPLE TREE	2,850.00	104988
203-470.000-801.000	N NORWOOD AND BUDLONG	LONSBERY, JEFFREY	N NORWOOD AND BUDLONG	1,175.00	104988
203-470.000-801.000	BUDLONG	LONSBERY, JEFFREY	BUDLONG	3,250.00	104988
Total For Dept 470.000 TREES				7,275.00	
Total For Fund 203 LOCAL ST. FUND				11,212.27	
Fund 208 RECREATION FUND					
Dept 000.000					
208-000.000-653.001	YOUTH PROGRAM FEES	BETHANY RUSSELL	BASKETBALL - REFUND CALEB RUSSELL	65.00	104976
208-000.000-653.001	YOUTH PROGRAM FEES	DEBRA SCHMUCKER	BASKETBALL REFUND	60.00	104992
208-000.000-653.001	YOUTH PROGRAM FEES	RHONDA MORGAN	BASKETBALL REFUND	65.00	105052
Total For Dept 000.000				190.00	
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-715.000	DENTAL & VISION - RECREATION	BLUE CROSS & BLUE SHIELD	DENTAL & VISION INSURANCE GROUP 0070034	56.47	378
208-751.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	1,171.78	382
208-751.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	16.24	384
208-751.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	28.01	384
208-751.000-726.000	SUPPLIES	GELZER & SON INC	KEYS - FIELDS OF DREAMS MECHANICAL ROOM	9.16	105004
208-751.000-726.000	SUPPLIES	MICHELLE LOREN	PAPER PLATES, NAPKINS 2022 BASKETBALL F	12.70	105026
208-751.000-726.000	SUPPLIES	MARKET HOUSE	NAPKINS, MUSTARD, KETCHUP, GARBAGE BAGS	16.74	105027

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Fund 208 RECREATION FUND					
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-726.000	SUPPLIES	URBAN GRAFFITI	FOOTBALL JERSEYS/SOCKS	2,021.25	105074
208-751.000-726.000	SUPPLIES	URBAN GRAFFITI	COACHES FOOTBALL SHIRTS	138.50	105074
208-751.000-726.000	FILE FOLDERS	WALMART COMMUNITY	MAILING SUPPLES FOR FUNDRAISING LETTERS	7.22	26
208-751.000-801.000	CONTRACTUAL SERVICES	BAMA FOUR, LLC\SUD-Z COIN	2022 FOOTBALL UNIFORM CLEANING	49.00	104972
Total For Dept 751.000 RECREATION DEPARTMENT				3,527.07	
Total For Fund 208 RECREATION FUND				3,717.07	
Fund 247 TAX INCREMENT FINANCE ATH.					
Dept 000.000					
247-000.000-300.000	TIFA LOAN PAYMENT - PRINCIPAL	SOUTHERN MI BANK & TRUST	TIFA LOAN PAYMENT	20,000.00	383
Total For Dept 000.000				20,000.00	
Dept 900.000 CAPITAL OUTLAY					
247-900.000-993.000	TIFA LOAN PAYMENT - INTEREST	SOUTHERN MI BANK & TRUST	TIFA LOAN PAYMENT	1,530.00	383
Total For Dept 900.000 CAPITAL OUTLAY				1,530.00	
Total For Fund 247 TAX INCREMENT FINANCE ATH.				21,530.00	
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-715.000	DENTAL & VISION - LIBRARY	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		28.24	378
271-790.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	488.24	382
271-790.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	(48.72)	384
271-790.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	(67.56)	384
271-790.000-726.000	WATER DELIVERY SERVICE - LIBRARY	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE - LIBRARY	15.50	105011
271-790.000-726.000	STAMPS	CARD SERVICES CENTER	J. SPANGLER CREDIT CARD	60.00	379
271-790.000-734.000	POSTAGE - BOOK RETURN	CARD SERVICES CENTER	J. SPANGLER CREDIT CARD	10.60	379
271-790.000-750.000	WALL STREET JOURNAL SUBSCRIPTION	CARD SERVICES CENTER	J. SPANGLER CREDIT CARD	29.99	379
271-790.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	ANNUAL EMAIL SPAM FILTER VIPRE	86.96	105059
271-790.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY ETHERFAX BILL	56.00	104980
271-790.000-920.000	503691550 - 12 N MANNING - LIBRA	MICH GAS UTILITIES	NATURAL GAS UTILITY - 12 MANNING	202.57	372
271-790.000-930.000	AIR FILTERS FOR FURNACE	AMAZON CAPITAL SERVICES, I	AIR FILTERS FOR FURNACE	44.00	104964
271-790.000-930.000	FURNACE FILTERS	AMERICAN COPPER AND BRASS,	FURNACE FILTERS	172.68	104965
271-790.000-930.000	REPAIRED EPDM ROOF	BRAMAN ROOFING	REPAIRED EPDM ROOF	88.00	104978
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	37.26	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	190.35	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	18.90	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT & TEEN	422.58	104970
271-790.000-982.000	BOOK - ADULT	BAKER & TAYLOR COMPANY	BOOK - ADULT	16.20	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	106.13	104970
271-790.000-982.000	BOOK - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT & KIDS	18.90	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULTS	42.10	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT & KIDS	22.88	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	30.77	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	15.11	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	30.23	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	36.25	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	16.20	104970
271-790.000-982.000	BOOKS - ADULT	BAKER & TAYLOR COMPANY	BOOKS - ADULT	33.48	104970
271-790.000-982.000	BOOK REIMBURSEMENT-PATRON T.MARS	CAPITAL AREA DISTRICT LIBF	LOST BOOK REIMBURSEMENT - PATRON TRAVIS	14.99	104981
271-790.000-982.000	STANDING ORDER BOOKS	CENGAGE LEARNING	STANDING ORDER BOOKS	152.75	105001
271-790.000-982.000	BOOKS - ADULT	CENGAGE LEARNING	BOOKS - ADULT	30.39	105001

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Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-982.000	BOOKS	CARD SERVICES CENTER	J. SPANGLER CREDIT CARD	158.85	379
Total For Dept 790.000 LIBRARY				2,560.82	
Dept 792.000 LIBRARY - CHILDREN'S AREA					
271-792.000-726.000	COOLING FAN FOR AWE COMPUTER	AMAZON CAPITAL SERVICES, I	COOLING FAN FOR AWE COMPUTER	19.95	104964
271-792.000-726.000	SNACKS FOR STORYTIME	CARD SERVICES CENTER	J. SPANGLER CREDIT CARD	28.86	379
271-792.000-982.000	BOOKS - CHILDREN	BAKER & TAYLOR COMPANY	BOOKS - CHILDREN	58.15	104970
271-792.000-982.000	BOOKS - TEEN	BAKER & TAYLOR COMPANY	BOOKS - ADULT & TEEN	17.10	104970
271-792.000-982.000	BOOKS - KIDS	BAKER & TAYLOR COMPANY	BOOKS - KIDS	43.35	104970
271-792.000-982.000	BOOKS - KIDS	BAKER & TAYLOR COMPANY	BOOKS - ADULT & KIDS	28.48	104970
271-792.000-982.000	BOOKS - KIDS	BAKER & TAYLOR COMPANY	BOOKS - ADULT & KIDS	25.64	104970
271-792.000-982.000	BOOKS - KIDS	BAKER & TAYLOR COMPANY	BOOKS - KIDS	72.49	104970
271-792.000-982.000	BOOKS - KIDS	BAKER & TAYLOR COMPANY	BOOKS - KIDS	18.95	104970
271-792.000-982.000	THE READ-ALOUD FAMILY LOST BOOK	CITY OF EAST LANSING	THE READ-ALOUD FAMILY LOST BOOK REIMBUF	10.53	104985
271-792.000-982.000	BOOKS	CARD SERVICES CENTER	J. SPANGLER CREDIT CARD	23.29	379
Total For Dept 792.000 LIBRARY - CHILDREN'S AREA				346.79	
Total For Fund 271 LIBRARY FUND				2,907.61	
Fund 287 ARPA GRANT FUND					
Dept 447.000 ENGINEERING SERVICES					
287-447.000-801.000	MORRY ST STORM DESIGN	TETRA TECH, INC	MORRY STREET STORM DESIGN SERVICES	406.40	105065
287-447.000-801.000	WESTWOOD AREA ENGINEERING	THE MANNIK & SMITH GROUP,	ENGINEERING SERVICES WESTWOOD AREA PRO	10,865.75	105066
Total For Dept 447.000 ENGINEERING SERVICES				11,272.15	
Dept 900.000 CAPITAL OUTLAY					
287-900.000-970.000-215005	LEGAL SERVICES - WESTWOOD BOND A	MIKA MEYERS BECKETT & JONE	LEGAL SERVICES - WESTWOOD BOND ATTORNEY	1,591.00	105032
Total For Dept 900.000 CAPITAL OUTLAY				1,591.00	
Total For Fund 287 ARPA GRANT FUND				12,863.15	
Fund 409 STOCK'S PARK					
Dept 756.000 PARKS					
409-756.000-726.000	MAILING SUPPLES FOR FUNDRAISING	WALMART COMMUNITY	MAILING SUPPLES FOR FUNDRAISING LETTERS	22.75	26
Total For Dept 756.000 PARKS				22.75	
Total For Fund 409 STOCK'S PARK				22.75	
Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	INVENTORY	POWERLINE SUPPLY	HANDHOLE	(553.29)	105040
582-000.000-110.000	HANDHOLE	POWERLINE SUPPLY	HANDHOLE	745.09	105040
582-000.000-110.000	INVENTORY	POWERLINE SUPPLY	ARM TANGET 4 PIN	(154.03)	105040
582-000.000-110.000	ROD - 8' FIBERGLASS STRAIN	POWERLINE SUPPLY	INVENTORY	227.30	105040
582-000.000-110.000	WIRE - 1/0 TRIPLEX (NERITIN	POWERLINE SUPPLY	INVENTORY	2,022.17	105040
582-000.000-110.000	BULB - 116 WATT/130 VOLT TR	POWERLINE SUPPLY	INVENTORY	62.40	105040
582-000.000-110.000	KVSU 40	POWERLINE SUPPLY	INVENTORY	196.68	105040
582-000.000-110.000	POTHEAD KIT 4/0-350 3 PCS	POWERLINE SUPPLY	INVENTORY	1,972.44	105040
582-000.000-110.000	SOCKET - 4 TERM 320 AMP URD	POWERLINE SUPPLY	INVENTORY	272.43	105040
582-000.000-110.000	ANCHOR - 6" SCREW	POWERLINE SUPPLY	INVENTORY	163.65	105040
582-000.000-110.000	DA BOLT - 5/8 X 20"	POWERLINE SUPPLY	INVENTORY	978.90	105040
582-000.000-110.000	FUSE LINK - 3 AMP T	POWERLINE SUPPLY	INVENTORY	177.10	105040
582-000.000-110.000	LOCK ENCLOSURE W/ SHEAR HEAD SCR	POWERLINE SUPPLY	TRANSFORMER LOCKS/FREIGHT CHARGES	314.44	105040

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Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	CROSSARM WOOD BRACE - STAND	POWERLINE SUPPLY	INVENTORY	2,498.42	105040
582-000.000-110.000	CONDUIT - 4" CONTINUOUS SCH	POWERLINE SUPPLY	CONDUIT HDPE 4IN	6,165.00	105040
582-000.000-110.000	PREFORMS - 3/8" GUY	POWERLINE SUPPLY	INVENTORY	371.40	105040
582-000.000-110.000	COUPLER PUSH-FIT FOR HDPE	POWERLINE SUPPLY	COUPLER PUSH-FIT FOR HDPE	131.15	105040
582-000.000-110.000	WIRE - ALUMINUM TIE	RESCO ELECTRIC UTILITY SUPPLY	ALUM TIE WIRE	88.75	105051
582-000.000-110.000	WIRE - #2 TRIPLEX (CONCH)	RESCO ELECTRIC UTILITY SUPPLY	WIRE INVENTORY	1,764.00	105051
582-000.000-123.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	1,162.37	104979
582-000.000-158.000	RACK & EMERGENCY LIGHTS FOR 2022	TRUCK & TRAILER SPECIALTIES	RACK & EMERGENCY LIGHTS FOR 2022 COLOR	1,190.00	105071
582-000.000-202.100	4CCH	BARBER, MARY K	UB refund for account: 012295	42.57	104973
582-000.000-202.100	4CCH	FEDOSUK, MATHEW E	UB refund for account: 030239	75.00	105000
582-000.000-202.100	4ENBK1	GARZA, FALISITY S	UB refund for account: 030053	102.32	105003
582-000.000-202.100	4CCH	GRATZ, LARRY D & RUBY A	UB refund for account: 014413	48.12	105008
582-000.000-202.100	4CCH	HARPER, KIMBERLY J	UB refund for account: 030027	289.79	105010
582-000.000-202.100	4CCH	JELENC, KYLE R	UB refund for account: 025419	35.00	105018
582-000.000-202.100	4CCH	LASH, TROY M	UB refund for account: 020349	63.00	105025
582-000.000-202.100	4CCH	MCCLURE, RICHARD	UB refund for account: 009928	116.23	105028
582-000.000-202.100	4CCH	PROCTOR, SEAN	UB refund for account: 013467	132.59	105043
582-000.000-202.100	6CCH	QUALITY PC AND REPAIR	UB refund for account: 026762	324.00	105047
582-000.000-202.100	6CCH	QUALITY PC AND REPAIR	UB refund for account: 026763	534.75	105048
582-000.000-202.100	4CCH	SCOTT, SEAN F C	UB refund for account: 022416	52.83	105057
582-000.000-202.100	4CCH	SHEELY, KATHLEEN D	UB refund for account: 025661	60.91	105058
582-000.000-202.100	4CCH	TROUT, CAMERON R	UB refund for account: 013163	38.00	105070
582-000.000-202.100	4CCH	VAN, TOMMY L	UB refund for account: 026115	154.59	105079
Total For Dept 000.000				21,866.07	
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-715.000	DENTAL & VISION - ELECTRIC	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		88.05	378
582-175.000-715.000	DENTAL & VISION - ELECTRIC	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		540.12	378
582-175.000-715.000	DENTAL & VISION - ELECTRIC	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		489.25	378
582-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	1,025.30	382
582-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	15,526.08	382
582-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	30.88	384
582-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	203.00	384
582-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	56.56	384
582-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	319.36	384
582-175.000-726.000	PEN REFILLS, HAND SOAP, STAPLES,	AMAZON CAPITAL SERVICES,	1PEN REFILLS, HAND SOAP, STAPLES, PENS	31.80	104964
582-175.000-726.000	LITHIUM BATTERY	AMAZON CAPITAL SERVICES,	1LITHIUM BATTERY	151.17	104964
582-175.000-726.000	PERSONAL VOLTAGE DETECTOR	AMAZON CAPITAL SERVICES,	1PERSONAL VOLTAGE DETECTOR	1,190.07	104964
582-175.000-726.000	PLATES	AMAZON CAPITAL SERVICES,	1PLATES	12.29	104964
582-175.000-726.000	4 CASES OF BLANK PAPER	ARROW SWIFT PRINTING	4 CASES OF BLANK PAPER	127.73	104967
582-175.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	CONTRACT/SUPPLIES FRONT OFFICE/SCOTT'S	92.82	104991
582-175.000-726.000	KITCHEN ROLL TOWEL/MULTIFOLD TOW	KSS ENTERPRISES	KITCHEN ROLL TOWEL/MULTIFOLD TOWEL/WASH	147.88	105021
582-175.000-726.000	SUPPLIES	PITNEY BOWES GLOBAL FIANAM	LATE FEES	50.95	105039
582-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	BOTTLED WATER/DELIVERY FEE	10.50	105054
582-175.000-726.000	SAFETY GLASSES, SAFETY VISOR, BR	CARD SERVICES CENTER	K. KEASAL CREDIT CARD	115.45	379
582-175.000-801.000	MOW AND TRIM FOR SEPTEMBER 2022	BAXTER LAWN AND SNOW SERVI	MOW AND TRIM FOR SEPTEMBER 2022	830.00	104974
582-175.000-801.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	2,256.38	104979
582-175.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTIONS	CONTRACT/SUPPLIES FRONT OFFICE/SCOTT'S	133.98	104991
582-175.000-801.000	PRINTING/INSERTS/POSTAGE OF UTIL	DELAWARE SYSTEMS	PRINTING/INSERTS/POSTAGE OF UTILITY BII	1,309.74	104993
582-175.000-801.000	BPU CLEANING - ELECTRIC	EAST 2 WEST ENTERPRISES,	1CLEANING FOR OCTOBER 2022	130.00	104997
582-175.000-801.000	LEASE COVERAGE FROM 11/18/2022 -	QUADIANT LEASING USA, INC	LEASE COVERAGE FROM 11/18/2022 - 02/17/	234.07	105045
582-175.000-801.000	SAFETEC OTIS V2 STANDARD	SAFE TEC COMPLIANCE SYSTEM	SAFETEC OTIS V2 STANDARD	849.99	105056



INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-801.000	SERVICES FOR WORK THROUGH 6/5/20	UTILITY FINANCIAL SOLUTION	SERVICES FOR WORK THROUGH 6/5/2022	2,693.13	105077
582-175.000-801.000	TEAMVIEWER SUBSCRIPTION	CARD SERVICES CENTER	S. KEISER CREDIT CARD	152.75	379
582-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES, I	BPU MONITOR STANDS BREAK ROOM	15.97	104964
582-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES, I	COMPUTER MONITORS FOR BPU REPLACEMENTS	149.96	104964
582-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	NET ADMIN SERVICES OCT 2022	254.38	105059
582-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	ANNUAL EMAIL SPAM FILTER VIPRE	195.69	105059
582-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	ANNUAL SSL WILDCARD CERTIFICATE BPU	171.67	105059
582-175.000-802.000	TECHNICAL SERVICES	MILSOFT	MILSOFT MONTHLY DISPATCH SUPPORT	666.67	105078
582-175.000-802.000	TECHNICAL SERVICES	MILSOFT	MONTHLY IVR SUPPORT	259.22	105078
582-175.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY ETHERFAX BILL	28.00	104980
582-175.000-850.000	TELEPHONE	VERIZON WIRELESS	MONTHLY VERIZON BILL	616.63	105080
582-175.000-880.000	43RD HILLSDALE HALLOWEEN PARTY	HILLSDALE CO HALLOWEEN PAF	43RD HILLSDALE HALLOWEEN PARTY	150.00	105012
582-175.000-930.000	REPAIRS & MAINTENANCE	AMAZON CAPITAL SERVICES, I	DOOR CLOSER BPU WAREHOUSE	22.50	104964
582-175.000-930.000	NEW WTR HEATER FOR MAIN OFFICE 4	AMERICAN COPPER AND BRASS,	NEW WTR HEATER FOR MAIN OFFICE 45 MONRC	402.99	104965
582-175.000-956.000	AMP CONFERENCE	CARD SERVICES CENTER	J. HAMMEL CREDIT CARD	300.00	379
582-175.000-956.200	MPSI CONFERENCE - HOTEL	CARD SERVICES CENTER	J. HAMMEL CREDIT CARD	643.87	379
Total For Dept 175.000 ADMINISTRATIVE SERVICES				32,676.85	
Dept 543.000 PRODUCTION					
582-543.000-726.000	FIRST AID SUPPLIES	CINTAS CORPORATION	FIRST AID SUPPLIES	62.07	104984
582-543.000-726.000	COMBO WRENCH	FAMILY FARM & HOME	COMBO WRENCH	44.99	104999
582-543.000-726.000	HOSE W/ADAPTERS	GELZER & SON INC	HOSE W/ADAPTERS	23.99	105004
582-543.000-726.000	ADAPTER/CREVICE TOOL	GELZER & SON INC	ADAPTER/CREVICE TOOL	21.08	105004
582-543.000-726.000	15A ORANGE GRD CORD PLUS & CONNE	GELZER & SON INC	15A ORANGE GRD CORD PLUS & CONNECTOR	17.56	105004
582-543.000-726.000	WATER DELIVERY SERVICE	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	12.00	105011
582-543.000-739.000	MSCPA MEMBER POWER BILLING - SEP	MICHIGAN SOUTH CENTRAL POW	MSCPA MEMBER POWER BILLING - SEPT 2022	909,722.71	381
582-543.000-740.300	504504154 - 201 WATERWORKS XX -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS X	18.43	374
582-543.000-740.400	504504154 - 201 WATERWORKS XX -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS X	18.42	374
582-543.000-920.400	504504154 - 201 WATERWORKS - PP	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS	613.69	375
582-543.000-930.000	BOILER INSPECTION AT PP	RYAN & BRADSHAW	BOILER INSPECTION AT PP	73.34	105055
582-543.000-930.000	V-BELT/LUBRICANT/FILTER/TRUCK CH	TMI COMPRESSED AIR SYSTEMS	V-BELT/LUBRICANT/FILTER/TRUCK CHARGE/LF	1,516.67	105067
582-543.000-930.000	MAILED STACK TEST REPORTS	CARD SERVICES CENTER	J. HAMMEL CREDIT CARD	4.70	379
582-543.000-930.050	BOILER INSPECTION AT PP	RYAN & BRADSHAW	BOILER INSPECTION AT PP	73.33	105055
582-543.000-930.060	BOILER INSPECTION AT PP	RYAN & BRADSHAW	BOILER INSPECTION AT PP	73.33	105055
Total For Dept 543.000 PRODUCTION				912,296.31	
Dept 544.000 DISTRIBUTION					
582-544.000-726.800	MECH LUG/COMP LUG X 6	AMERICAN COPPER AND BRASS,	MECH LUG/COMP LUG X 6	29.38	104965
582-544.000-726.800	RUBBER CORD/6" REVERSIBLE DRIVER	AMERICAN COPPER AND BRASS,	RUBBER CORD/6" REVERSIBLE DRIVER	59.53	104965
582-544.000-726.800	50W MED BASE CLEAR HPS	AMERICAN COPPER AND BRASS,	50W MED BASE CLEAR HPS	18.00	104965
582-544.000-726.800	LUBRICANT/VINYL TUBING	FAMILY FARM & HOME	LUBRICANT/VINYL TUBING	48.14	104999
582-544.000-726.800	DE-SOLV-IT REMOVER	GELZER & SON INC	DE-SOLV-IT REMOVER	9.99	105004
582-544.000-726.800	ARMOR ALL PROTECTANT	GELZER & SON INC	ARMOR ALL PROTECTANT	8.99	105004
582-544.000-726.800	FASTENERS & ANCHORS - FEEDER 12	GELZER & SON INC	FASTENERS & ANCHORS - FEEDER 12 POTHEAI	2.94	105004
582-544.000-726.800	FASTGRIP SCREWS/BAG BRIGHT WHITE	STOLL METAL SALES, LLC	FASTGRIP SCREWS/BAG BRIGHT WHITE	175.50	105064
582-544.000-730.000	POLE SAW FOR BUCKET TRUCK	GREENMARK EQUIPMENT	POLE SAW FOR BUCKET TRUCK	684.26	105009
582-544.000-730.000	WIPER BLADE X 2	PERFORMANCE AUTOMOTIVE	WIPER BLADE X 2	12.98	105037
582-544.000-740.000	FUEL & LUBRICANTS	WATKINS OIL COMPANY	FUEL & LUBRICANTS	2,059.05	105082
582-544.000-930.000	POLE DISPOSAL	MODERN WASTE SYSTEMS	POLE DISPOSAL	500.00	105033
582-544.000-930.000	MB-3 BRACKETS CROSS ARM MOUNT	POWERLINE SUPPLY	CABLE BRACKETS URD/FREIGHT CHARGES	178.63	105040
582-544.000-930.000	POLE DISPOSAL	WASTE MANAGEMENT OF MICHIG	POLE DISPOSAL	356.56	105081
582-544.000-930.546	SERVICES THROUGH 10/21/2022	UTILITIES INSTRUMENTATION	SERVICES THROUGH 10/21/2022	4,992.00	105076

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 544.000 DISTRIBUTION					
Total For Dept 544.000 DISTRIBUTION				9,135.95	
Total For Fund 582 ELECTRIC FUND				975,975.18	
Fund 588 DIAL A RIDE					
Dept 000.000					
588-000.000-651.000	REFUND PREPAID DART FARES - ETHA	NORMA GORDON	REFUND PREPAID DART FARES - ETHAN EMBAC	72.50	105035
Total For Dept 000.000				72.50	
Dept 596.000 DIAL-A-RIDE					
588-596.000-715.000	DENTAL & VISION - DART	BLUE CROSS & BLUE SHIELD	DENTAL & VISION INSURANCE GROUP 0070034	141.18	378
588-596.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	2,831.80	382
588-596.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	64.96	384
588-596.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	64.56	384
588-596.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	HOEKSTRA TRANSPORTATION,	1BRACKET	182.02	105015
588-596.000-730.000	OIL FILTER AND DUTY PAD	PERFORMANCE AUTOMOTIVE	OIL FILTER AND DUTY PAD	104.36	105037
588-596.000-730.000	OIL FILTER	PERFORMANCE AUTOMOTIVE	OIL FILTER	5.73	105037
588-596.000-730.000	OIL FILTER	PERFORMANCE AUTOMOTIVE	OIL FILTER	5.73	105037
588-596.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	WATKINS FUEL DART	3,211.58	105082
588-596.000-801.000	SERVICE CALL & NEW COIL CORD INT	THE DOOR MAN	SERVICE CALL & NEW COIL CORD INTALLATIC	125.00	104994
588-596.000-920.000	507035798 - 981 DEVELOPMENT DR -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 981 DEVELOPMENT	57.59	376
Total For Dept 596.000 DIAL-A-RIDE				6,794.51	
Total For Fund 588 DIAL A RIDE				6,867.01	
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-123.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	581.19	104979
Total For Dept 000.000				581.19	
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-715.000	DENTAL & VISION - SEWER	BLUE CROSS & BLUE SHIELD	DENTAL & VISION INSURANCE GROUP 0070034	44.04	378
590-175.000-715.000	DENTAL & VISION - SEWER	BLUE CROSS & BLUE SHIELD	DENTAL & VISION INSURANCE GROUP 0070034	348.73	378
590-175.000-715.000	DENTAL & VISION - SEWER	BLUE CROSS & BLUE SHIELD	DENTAL & VISION INSURANCE GROUP 0070034	25.41	378
590-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	512.65	382
590-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	6,298.27	382
590-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	7.29	384
590-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	95.00	384
590-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	13.84	384
590-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	135.46	384
590-175.000-726.000	PEN REFILLS, HAND SOAP, STAPLES,	AMAZON CAPITAL SERVICES,	1PEN REFILLS, HAND SOAP, STAPLES, PENS	15.90	104964
590-175.000-726.000	PLATES	AMAZON CAPITAL SERVICES,	1PLATES	6.15	104964
590-175.000-726.000	4 CASES OF BLANK PAPER	ARROW SWIFT PRINTING	4 CASES OF BLANK PAPER	63.86	104967
590-175.000-726.000	FIRST AID SUPPLIES	CINTAS CORPORATION	FIRST AID SUPPLIES	31.04	104984
590-175.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	CONTRACT/SUPPLIES FRONT OFFICE/SCOTT'S	46.41	104991
590-175.000-726.000	KITCHEN ROLL TOWEL/MULTIFOLD TOW	KSS ENTERPRISES	KITCHEN ROLL TOWEL/MULTIFOLD TOWEL/WASH	73.94	105021
590-175.000-726.000	SUPPLIES	PITNEY BOWES GLOBAL FIANAM	LATE FEES	25.48	105039
590-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	BOTTLED WATER/DELIVERY FEE	5.25	105054
590-175.000-726.000	SAFETY GLASSES, SAFETY VISOR, BR	CARD SERVICES CENTER	K. KEASAL CREDIT CARD	57.72	379
590-175.000-801.000	MOW AND TRIM FOR SEPTEMBER 2022	BAXTER LAWN AND SNOW SERV	MOW AND TRIM FOR SEPTEMBER 2022	415.00	104974
590-175.000-801.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	1,128.19	104979
590-175.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTIONS	CONTRACT/SUPPLIES FRONT OFFICE/SCOTT'S	66.99	104991
590-175.000-801.000	PRINTING/INSERTS/POSTAGE OF UTIL	DELAWARE SYSTEMS	PRINTING/INSERTS/POSTAGE OF UTILITY BII	654.87	104993
590-175.000-801.000	BPU CLEANING - SEWER	EAST 2 WEST ENTERPRISES,	1CLEANING FOR OCTOBER 2022	65.00	104997



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Fund 590 SEWER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-801.000	LEASE COVERAGE FROM 11/18/2022 - QUADIENT LEASING USA, INC	LEASE COVERAGE FROM 11/18/2022 - 02/17/		117.04	105045
590-175.000-801.000	SAFETEC OTIS V2 STANDARD	SAFE TEC COMPLIANCE SYSTEM SAFETEC OTIS V2 STANDARD		424.99	105056
590-175.000-801.000	SERVICES FOR WORK THROUGH 6/5/20	UTILITY FINANCIAL SOLUTION SERVICES FOR WORK THROUGH 6/5/2022		1,346.56	105077
590-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES, 1BPU MONITOR STANDS BREAK ROOM		7.98	104964
590-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES, 1COMPUTER MONITORS FOR BPU REPLACEMENTS		74.98	104964
590-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC NET ADMIN SERVICES OCT 2022		127.19	105059
590-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC ANNUAL EMAIL SPAM FILTER VIPRE		97.84	105059
590-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC ANNUAL SSL WILDCARD CERTIFICATE BPU		85.83	105059
590-175.000-802.000	TECHNICAL SERVICES	MILSOFT MONTHLY IVR SUPPORT		129.61	105078
590-175.000-802.000	TEAMVIEWER SUBSCRIPTION	CARD SERVICES CENTER S. KEISER CREDIT CARD		76.38	379
590-175.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC MONTHLY ETHERFAX BILL		14.00	104980
590-175.000-850.000	TELEPHONE	VERIZON WIRELESS MONTHLY VERIZON BILL		154.54	105080
590-175.000-880.000	43RD HILLSDALE HALLOWEEN PARTY	HILLSDALE CO HALLOWEEN PAF 43RD HILLSDALE HALLOWEEN PARTY		75.00	105012
590-175.000-930.000	REPAIRS & MAINTENANCE	AMAZON CAPITAL SERVICES, 1DOOR CLOSER BPU WAREHOUSE		11.25	104964
590-175.000-930.000	NEW WTR HEATER FOR MAIN OFFICE 4	AMERICAN COPPER AND BRASS, NEW WTR HEATER FOR MAIN OFFICE 45 MONRC		201.49	104965
Total For Dept 175.000 ADMINISTRATIVE SERVICES				13,081.17	
Dept 546.000 OPERATIONS					
590-546.000-730.039	CHLOR BRK PRTS CLEANER	FAMILY FARM & HOME	CHLOR BRK PRTS CLEANER	17.97	104999
590-546.000-730.039	STROBE HEAD	PERFORMANCE AUTOMOTIVE	STROBE HEAD	133.84	105037
590-546.000-730.039	GEAR ASSY - STEERING/POWER STEER	PHAT JAXX AUTOMOTIVE	GEAR ASSY - STEERING/POWER STEERING FLU	779.97	105038
590-546.000-930.950	HEATER ELECTRIC MILKHOUSE BLK	FAMILY FARM & HOME	HEATER ELECTRIC MILKHOUSE BLK	59.98	104999
590-546.000-930.950	DEEP SOCKET	GELZER & SON INC	DEEP SOCKET	9.79	105004
590-546.000-930.950	16 OZ STL/HDL RIP HAMMER	GELZER & SON INC	16 OZ STL/HDL RIP HAMMER	12.49	105004
Total For Dept 546.000 OPERATIONS				1,014.04	
Dept 547.000 TREATMENT					
590-547.000-726.900	1 CUP MEASURING CUP @ WWTP	GELZER & SON INC	1 CUP MEASURING CUP @ WWTP	2.19	105004
590-547.000-726.900	WASH BOTTLE/AMMONIA TEST/HACH SU	USABLUBOOK	WASH BOTTLE/AMMONIA TEST/HACH SURCHARGE	391.16	105075
590-547.000-727.600	FERROUS CHLORIDE	ALEXANDER CHEMICAL CORPOR	FERROUS CHLORIDE	6,474.42	104963
590-547.000-740.000	FUEL & LUBRICANTS	WATKINS OIL COMPANY	FUEL & LUBRICANTS	772.51	105082
590-547.000-801.000	LOAD, TRANSPORT, & LAND APPLICAT	BIOTECH AGRONOMICS	LOAD, TRANSPORT, & LAND APPLICATION OF	50,888.57	104977
590-547.000-801.000	TOXICITY TEST CERIODAPHNIA DUBIA	GLOBAL ENVIRONMENTAL CONSU	TOXICITY TEST CERIODAPHNIA DUBIA/FATHEP	800.00	105007
590-547.000-801.000	BEF COMPLIANCE	MERIT LABORATORIES	BEF COMPLIANCE	2,845.00	105029
590-547.000-801.000	MI0022136 QUARTERLY AMR WASTE WA	MERIT LABORATORIES	MI0022136 QUARTERLY AMR WASTE WATER	771.00	105029
590-547.000-801.000	MONTHLY L.L. HG	MERIT LABORATORIES	MONTHLY L.L. HG	360.00	105029
590-547.000-801.000	BEF COMPLIANCE	MERIT LABORATORIES	BEF COMPLIANCE	2,990.00	105029
590-547.000-801.000	CSD-1 INSPECTION	RYAN & BRADSHAW	CSD-1 INSPECTION	220.00	105055
590-547.000-930.000	TROUBLESHOOT WIPER ARM	CLARK ELECTRIC INC.	TROUBLESHOOT WIPER ARM	260.00	104986
590-547.000-930.000	MAPPRO TORCH HEAD	GELZER & SON INC	MAPPRO TORCH HEAD	49.99	105004
590-547.000-930.000	CONNECTOR/BUSHING/PLUMBING	GELZER & SON INC	CONNECTOR/BUSHING/PLUMBING	13.67	105004
590-547.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIVE	WASHER SOLVENT/FLUID FILM BLACK	16.06	105037
Total For Dept 547.000 TREATMENT				66,854.57	
Total For Fund 590 SEWER FUND				81,530.97	
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-123.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	581.19	104979
591-000.000-202.100	WCCH	QUALITY PC AND REPAIR	UB refund for account: 026761	29.00	105046
Total For Dept 000.000				610.19	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-715.000	DENTAL & VISION - WATER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		44.04	378
591-175.000-715.000	DENTAL & VISION - WATER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		247.89	378
591-175.000-715.000	DENTAL & VISION - WATER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		59.31	378
591-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	512.65	382
591-175.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	5,712.41	382
591-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	7.29	384
591-175.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	108.00	384
591-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	13.84	384
591-175.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY\	LIFE & DISABILITY INSURANCE	153.19	384
591-175.000-726.000	PEN REFILLS, HAND SOAP, STAPLES,	AMAZON CAPITAL SERVICES,	1PEN REFILLS, HAND SOAP, STAPLES, PENS	15.90	104964
591-175.000-726.000	PLATES	AMAZON CAPITAL SERVICES,	1PLATES	6.15	104964
591-175.000-726.000	4 CASES OF BLANK PAPER	ARROW SWIFT PRINTING	4 CASES OF BLANK PAPER	63.86	104967
591-175.000-726.000	FIRST AID SUPPLIES	CINTAS CORPORATION	FIRST AID SUPPLIES	31.03	104984
591-175.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	CONTRACT/SUPPLIES FRONT OFFICE/SCOTT'S	46.40	104991
591-175.000-726.000	KITCHEN ROLL TOWEL/MULTIFOLD TOW	KSS ENTERPRISES	KITCHEN ROLL TOWEL/MULTIFOLD TOWEL/WASH	73.93	105021
591-175.000-726.000	SUPPLIES	PITNEY BOWES GLOBAL FIANAM	LATE FEES	25.47	105039
591-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	BOTTLED WATER/DELIVERY FEE	5.25	105054
591-175.000-726.000	SAFETY GLASSES, SAFETY VISOR, BR	CARD SERVICES CENTER	K. KEASAL CREDIT CARD	57.72	379
591-175.000-801.000	MOW AND TRIM FOR SEPTEMBER 2022	BAXTER LAWN AND SNOW SERV	MOW AND TRIM FOR SEPTEMBER 2022	415.00	104974
591-175.000-801.000	FA, MR, HR, UB, CM, BS&A ONLINE	BS&A SOFTWARE	FA, MR, HR, UB, CM, BS&A ONLINE SERVICE	1,128.18	104979
591-175.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTIONS	CONTRACT/SUPPLIES FRONT OFFICE/SCOTT'S	66.98	104991
591-175.000-801.000	PRINTING/INSERTS/POSTAGE OF UTIL	DELAWARE SYSTEMS	PRINTING/INSERTS/POSTAGE OF UTILITY BII	654.87	104993
591-175.000-801.000	BPU CLEANING - WATER	EAST 2 WEST ENTERPRISES,	1CLEANING FOR OCTOBER 2022	65.00	104997
591-175.000-801.000	LEASE COVERAGE FROM 11/18/2022 -	QUADIENT LEASING USA, INC	LEASE COVERAGE FROM 11/18/2022 - 02/17/	117.04	105045
591-175.000-801.000	SAFETEC OTIS V2 STANDARD	SAFE TEC COMPLIANCE SYSTEM	SAFETEC OTIS V2 STANDARD	424.99	105056
591-175.000-801.000	SERVICES FOR WORK THROUGH 6/5/20	UTILITY FINANCIAL SOLUTION	SERVICES FOR WORK THROUGH 6/5/2022	1,346.56	105077
591-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES,	1BPU MONITOR STANDS BREAK ROOM	7.99	104964
591-175.000-802.000	TECHNICAL SERVICES	AMAZON CAPITAL SERVICES,	1COMPUTER MONITORS FOR BPU REPLACEMENTS	74.97	104964
591-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	NET ADMIN SERVICES OCT 2022	127.18	105059
591-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	ANNUAL EMAIL SPAM FILTER VIPRE	97.84	105059
591-175.000-802.000	TECHNICAL SERVICES	SONIT SYSTEMS, LLC	ANNUAL SSL WILDCARD CERTIFICATE BPU	85.83	105059
591-175.000-802.000	TECHNICAL SERVICES	MILSOFT	MONTHLY IVR SUPPORT	129.61	105078
591-175.000-802.000	TEAMVIEWER SUBSCRIPTION	CARD SERVICES CENTER	S. KEISER CREDIT CARD	76.37	379
591-175.000-810.000	WSSN: 03170; HILLSDALE	MICH DEPT OF ENVIRONMENTAI	WSSN: 03170; HILLSDALE	3,614.60	105030
591-175.000-850.000	TELEPHONE	BSB COMMUNICATIONS INC	MONTHLY ETHERFAX BILL	14.00	104980
591-175.000-850.000	TELEPHONE	VERIZON WIRELESS	MONTHLY VERIZON BILL	154.54	105080
591-175.000-880.000	43RD HILLSDALE HALLOWEEN PARTY	HILLSDALE CO HALLOWEEN PAF	43RD HILLSDALE HALLOWEEN PARTY	75.00	105012
591-175.000-930.000	REPAIRS & MAINTENANCE	AMAZON CAPITAL SERVICES,	1DOOR CLOSER BPU WAREHOUSE	11.24	104964
591-175.000-930.000	NEW WTR HEATER FOR MAIN OFFICE 4	AMERICAN COPPER AND BRASS,	NEW WTR HEATER FOR MAIN OFFICE 45 MONRC	201.49	104965
Total For Dept 175.000 ADMINISTRATIVE SERVICES				16,073.61	
Dept 543.000 PRODUCTION					
591-543.000-970.000	ELECTRIC MOTOR REWIND/OIL/ANG. C	CEM SUPPLY, INC	ELECTRIC MOTOR REWIND/OIL/ANG. CONTACT	4,876.97	104982
Total For Dept 543.000 PRODUCTION				4,876.97	
Dept 544.000 DISTRIBUTION					
591-544.000-740.000	18 OZ PENETRANT	GELZER & SON INC	18 OZ PENETRANT	16.58	105004
591-544.000-740.000	FUEL & LUBRICANTS	WATKINS OIL COMPANY	FUEL & LUBRICANTS	772.54	105082
591-544.000-801.000	MCC 2 YRS 07/21 - 06/23	HYDROCORP	MCC 2 YRS 07/21 - 06/23	1,400.00	105016
591-544.000-801.000	SAMPLES	MICH DEPT OF ENVIRONMENTAI	SAMPLES	350.00	105030
591-544.000-801.000	SERVICES AT WTP THROUGH 10/06/20	UTILITIES INSTRUMENTATION	SERVICES AT WTP THROUGH 10/06/2022	1,992.00	105076
591-544.000-801.000-213011	PEASTONE	DRY MAR TRUCKING & DIRTWOF	PEASTONE	696.25	104996
591-544.000-930.000	CRANE TO LIFT OUT ELE PUMP MOTOR	CRAIG WICKHAM TREE SERVICE	CRANE TO LIFT OUT ELE PUMP MOTOR @ WTP	775.00	104990

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 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 544.000 DISTRIBUTION					
591-544.000-930.000	PLUMBING/LABOR CHARGE	GELZER & SON INC	PLUMBING/LABOR CHARGE	57.96	105004
591-544.000-930.000	ALUM ADA CLOSER	GELZER & SON INC	ALUM ADA CLOSER	99.99	105004
591-544.000-930.000	6 DI PIPE CL350/REPAIR CLAMP	MICHIGAN PIPE & VALVE	6 DI PIPE CL350/REPAIR CLAMP	1,834.88	105031
591-544.000-930.000	HAYWARD PVC BALL VALVE	USABLUEBOOK	HAYWARD PVC BALL VALVE	219.80	105075
Total For Dept 544.000 DISTRIBUTION				8,215.00	
Dept 545.000 PURIFICATION					
591-545.000-930.000	FASTENERS & ANCHORS	GELZER & SON INC	FASTENERS & ANCHORS	19.38	105004
591-545.000-930.000	FASTENERS & ANCHORS	GELZER & SON INC	FASTENERS & ANCHORS	2.80	105004
591-545.000-930.000	FASTENERS & ANCHORS/MALE ADAPTER	GELZER & SON INC	FASTENERS & ANCHORS/MALE ADAPTER	20.29	105004
591-545.000-970.000	BACKWASH PIPING AND INSTALLATION	ARTESIAN OF PIONEER, INC	REPLACE BACKWASH PIPING AT WTP AS APPRC	23,400.00	104968
Total For Dept 545.000 PURIFICATION				23,442.47	
Total For Fund 591 WATER FUND				53,218.24	
Fund 633 PUBLIC SERVICES INV. FUND					
Dept 000.000					
633-000.000-101.000	TOP SOIL (YARDS)	DRY MAR TRUCKING & DIRTWOF	TOPSOIL	1,400.00	104996
633-000.000-101.000	CATCH BASIN 1047Z 8" FRAME	KUHLMAN CORPORATION	VARIOUS C/B COVERS, FRAMES, BACKS	323.50	105022
Total For Dept 000.000				1,723.50	
Total For Fund 633 PUBLIC SERVICES INV. FUND				1,723.50	
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 443.000 MOBILE EQUIPMENT MAINTENANCE					
640-443.000-715.000	DENTAL & VISION - RMEF	BLUE CROSS & BLUE SHIELD	DENTAL & VISION INSURANCE GROUP 0070034	28.24	378
640-443.000-715.000	HEALTH AND LIFE INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - NOV 2022	488.24	382
640-443.000-715.000	HEALTH AND LIFE INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	16.24	384
640-443.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE COMPANY	LIFE & DISABILITY INSURANCE	19.70	384
640-443.000-726.000	LOW VOC BRAKE PARTS CLEANER	1ST AYD CORPORTATION	LOW VOC BRAKE PARTS CLEANER	267.63	104960
640-443.000-726.000	OIL DRY SAFE-T-SORB	FAMILY FARM & HOME	OIL DRY SAFE	39.96	104999
640-443.000-726.000	PLUG TAP	GELZER & SON INC	PLUG TAP	5.49	105004
640-443.000-726.000	PLUG	PERFORMANCE AUTOMOTIVE	PLUG	7.79	105037
640-443.000-726.000	LED BULB	PERFORMANCE AUTOMOTIVE	LED BULB	23.58	105037
640-443.000-726.000	ACETYLENE	PURITY CYLINDER GASES, INC	ACETYLENE	66.82	105044
640-443.000-730.000	REPR LINK Z/P TAG	FAMILY FARM & HOME	REPR LINK Z/P TAG	3.98	104999
640-443.000-730.000	MIDLINK	GELZER & SON INC	MIDLINK	6.79	105004
640-443.000-730.000	PRIMARY AND SECONDARY FUEL/WATER	JACKSON TRUCK SERVICE INC	PRIMARY AND SECONDARY FUEL/WATER	43.47	105017
640-443.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	JACKSON TRUCK SERVICE INC	CHANNEL FLOW AIT ELEMENT	142.04	105017
640-443.000-730.000	POLY ARM/BRAKE FLUID	PERFORMANCE AUTOMOTIVE	POLY ARM/BRAKE FLUID	57.94	105037
640-443.000-730.000	TRUCK BELT	PERFORMANCE AUTOMOTIVE	TRUCK BELT	52.99	105037
640-443.000-730.000	8MXT/8G/8MP	PERFORMANCE AUTOMOTIVE	8MXT/8G/8MP	92.73	105037
640-443.000-730.000	BRASS LOW OIL SENSOR	TRUCK & TRAILER SPECIALTIF	BRASS LOW OIL SENSOR	177.37	105071
640-443.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	WATKINS FUEL DPS	3,206.80	105082
640-443.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	7.38	105073
640-443.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	7.38	105073
640-443.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	7.38	105073
640-443.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	24.56	105073
640-443.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	24.56	105073
640-443.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	24.56	105073
640-443.000-920.000	505153845 - 149 WATERWORKS - RME	MICH GAS UTILITIES	NATURAL GAS UTILITY - 149 WATERWORKS	56.60	373
Total For Dept 443.000 MOBILE EQUIPMENT MAINTENANCE				4,900.22	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 640 REVOLVING MOBILE EQUIP. FUND					
			Total For Fund 640 REVOLVING MOBILE EQUIP. FUND	<u>4,900.22</u>	
Fund 677 UNEMPLOYMENT INSURANCE FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
677-175.000-964.000	UNEMPLOYMENT CHARGES FOR 2021		UNEMPLOYMENT INSURANCE AGFUNEMPLOYMENT CHARGES FOR 2021	6,097.96	105072
			Total For Dept 175.000 ADMINISTRATIVE SERVICES	<u>6,097.96</u>	
			Total For Fund 677 UNEMPLOYMENT INSURANCE FUND	<u>6,097.96</u>	
Fund 699 DPS LEAVE AND BENEFITS FUND					
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
699-441.000-715.000	DENTAL & VISION - DPS		BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	28.24	378
699-441.000-715.000	DENTAL & VISION - DPS		BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	336.88	378
699-441.000-715.000	HEALTH AND LIFE INSURANCE		PRIORITY HEALTH HEALTH INSURANCE - NOV 2022	5,077.70	382
699-441.000-715.000	HEALTH AND LIFE INSURANCE		SUN LIFE ASSURANCE COMPANY\LIFE & DISABILITY INSURANCE	113.68	384
699-441.000-721.000	DISABILITY INSURANCE		SUN LIFE ASSURANCE COMPANY\LIFE & DISABILITY INSURANCE	120.80	384
			Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT	<u>5,677.30</u>	
			Total For Fund 699 DPS LEAVE AND BENEFITS FUND	<u>5,677.30</u>	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
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 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101	GENERAL FUND	68,108.41
Fund 202	MAJOR ST./TRUNK	7,402.74
Fund 203	LOCAL ST. FUND	11,212.27
Fund 208	RECREATION FUNI	3,717.07
Fund 247	TAX INCREMENT I	21,530.00
Fund 271	LIBRARY FUND	2,907.61
Fund 287	ARPA GRANT FUNI	12,863.15
Fund 409	STOCK'S PARK	22.75
Fund 582	ELECTRIC FUND	975,975.18
Fund 588	DIAL A RIDE	6,867.01
Fund 590	SEWER FUND	81,530.97
Fund 591	WATER FUND	53,218.24
Fund 633	PUBLIC SERVICES	1,723.50
Fund 640	REVOLVING MOBII	4,900.22
Fund 677	UNEMPLOYMENT II	6,097.96
Fund 699	DPS LEAVE AND I	5,677.30

Total For All Funds:	1,263,754.38
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## CITY COUNCIL MINUTES

City of Hillsdale  
November 7, 2022  
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 R Greg Stuchell, Ward 1 Anthony Vear, Ward 1 William Morrissey, Ward 2 Cynthia Pratt, 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:	None
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Also Present: Attorney John Lovinger, Katy Price (City Clerk), Jason Blake, Scott Hephner (HPD/HFD), Jake Hammel (BPU), Kristin Bauer (City Engineer), Karen Landcaster (Finance), Brad Martin, Lisa Martin, Penny Swan, Doug Ingles, CJ Toncray, Jack McLain, Joan Harvey, Brandon Janes, James Galloway, Kathy Beckwith, Hope PoPour, Janice Plummer, Jeff Cooley, Jeanette Cooley, Aaron Freese, Terry Page, Kelly Lantis, Lorrissa Mekelburg, Carter Ballinger, Stephanie Myers, Leon Rogers, Carolyn Freese, Gary Freese, Sue Walter, Dennis Wainscott, L. Filppula, Leisha Taylor and Shawn Vondra.

### **Approval of Agenda**

Council Member Socha requested to add Communication item K. Matt Loren's letter regarding Howell St.

Council Member Stuchell requested any items that weren't time sensitive be pulled from the agenda as the election is on Tuesday and the City Clerk will have a long day ahead.

Items are time sensitive and remain.

Motion by Council Member Briner, seconded by Council Member Vear to add Communication item K. Matt Loren's letter to the agenda.

By a voice vote, the motion passed unanimously.

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

By a voice vote, the motion passed unanimously.

### **Public Comment**

Doug Ingles, Commissioner, reviewed the News Release from County Commissioners.

Jack McLain, commented on the homeless letter submitted to Council.

Matt Loren, commented on the public safety issue on Howell Street.

James Galloway, commented on the Homeless letter submitted to Council.

Kathy Beckwith, commented on the Homeless letter and gave stats on Share the Warm of Hillsdale County.

Dennis Wainscott, commented on the Homeless letter.

Aaron Freese, commented on the flooding issue at his property and on Wildwood Drive.

Lorrisa Mekelburg, commented on the flooding issue at her property and her neighbors properties.

Hope PoPour, commented on the flooding issue in the Wildwood Drive neighborhood.

Elijah Hardgrove, resident at Share the Warmth, commented on the homeless letter.

**Consent Agenda**

- A. Approval of Bills
  - 1. City and BPU Claims of October 13, 2022: \$584,472.51
  - 2. Payroll of October 13, 2022: \$182,687.56
- B. City Council Minutes of October 17, 2022
- C. Shade Tree Commission of October 5, 2022
- D. Operations & Governance Committee/BPU Minutes of October 5 & October 19, 2022
- E. Hillsdale College Noise Variance
- F. Finance Report for the Quarter ending 9/30/2022
- G. Finance Investment Report of 9/30/2022
- H. Code Enforcement Report
- I. Assessing Report 2022 Winter Tax Warrant

Motion by Council Member Morrissey, seconded by Council Member Sharp to approve the consent agenda as presented.

Roll call:

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

Motion passed 9-0

**Communications/Petitions**

- A. REU- Celebrate 52 Years
- B. News Release Hillsdale Co. Road Commission Appointment
- C. BPU Round Up Eligibility Criteria
- D. CCA BPU Round Up Annual Report 21-22
- E. Comcast Programming Email
- F. Electronics Recycling Event Flyer
- G. Homeless Concern Email
- H. Dump Truck Purchase Email
- I. Wildwood Subdivision Flooding Letter
- J. Parking at City Hall Email

Council discussion on items G. Homeless Concern Email, H. Dump Truck Purchase email, I. Wildwood Subdivision Flooding Letter and J. Parking at City Hall email.

All items presented for the purpose of information only.

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

**Old Business**

A. City Manager/BPU Director Position Review

City Manager Mackie reviewed In fall of 2021 a Joint Committee (Committee) of the City Council O&G Committee and the BPU Personnel Committee met to discuss the possibility of combining the City Manager and BPU Director positions (Manager/Director), for a period of time, in an effort to save the City’s General Fund money. After discussions the Committee recommended to the City Council amending the City Manager’s contract to include BPU Director’s duties. Additionally, it was agreed that the combined position would be re-evaluated in a year to see how it was working, determine if it was worth continuing and see if any changes needed to be made to the combined contract. City Council approved the recommended changes in October 2021.

The Committee recently reconvened on two occasions to discuss the above questions. It was the consensus of the Committee that the combined position was working and it was worth continuing. The Committee reviewed current market wage data for utility general managers and city managers and compared it to the combined position in Hillsdale.

Additionally, based on the amended agreement, the City Council needs to consider the Manager/Director’s annual merit increase of up to 2% for the 2021-22 year.

Motion by Council Member Morrissey, seconded by Council Member Vear to approve the amended City Manager/BPU Director position agreement as presented.

Roll call:

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

Motion passed 9-0

B. WoodHill Group Service Agreement Amendment

City Manager Mackie mentioned In August of 2021 the City Council approved contracting with the Karen Lancaster (WoodHill Group) for Finance Director services. Mrs. Lancaster and WoodHill are doing a good job for the City. WoodHill and the City’s staff would like to continue the relationship for another year.

Motion by Council Member Briner, seconded by Council Member Sharp to approve and extend the agreement for an additional year as presented.

Roll call:

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



Motion passed 9-0

**New Business**

**A. Storm Water Engineering Services – Oak at Willow**

City Engineer Bauer stated she had completed an investigation of options to re-route the storm sewer system that is under the building located at 59 Willow Street. City records indicate this building was constructed around 1972 and it is unknown as to why it was allowed to be constructed over the storm sewer system.

This investigation yielded several options for relocation of the storm sewer around the building with two of the options recommending an increased pipe size to improve the margin of safety as it relates to the system being blocked by debris and allowing the passage of a larger storm event.

Tetra Tech, Inc. completed this investigation following approval of City Council in December 2021 after city staff completed the bid process to find an Engineering Consultant. As Tetra Tech has completed the investigation and obtained the necessary preliminary data for the investigation we requested pricing for them to proceed with the completion of construction drawings of one of the proposed alternatives.

Motion by Council Member Morrissey, seconded by Council Member Sharp to approve the agreement with Tetra Tech, Inc. not to exceed the amount of \$26,000.00.

Roll call:

Council Member Stuchell	Aye
Council Member Vear	Aye
Mayor Stockford	Nay
Council Member Sharp	Aye
Council Member Socha	Aye
Council Member Briner	Aye
Council Member Zeiser	Aye
Council Member Morrissey	Aye
Council Member Pratt	Aye

Motion passed 8-1

**B. High Water Grant Application from EGLE Funds (Resolution)**

City Engineer Bauer stated The Michigan Department of Environment, Great Lakes, and Energy (EGLE) – Water Resource Division is providing grant funds to councils of government and local units of government through the State High Water Infrastructure Grant Program. The program requires a “Resolution of Support” in the form of official action by the Governing Body.

The City is completing this grant application, due on November 30, 2022, for the Manning Street Storm Water Mitigation Project. The proposed project would construct a subsurface detention/infiltration basin under the city owned parking lot at the northwest corner of Bacon and Manning Streets to provide storage and infiltration of storm water from the nearby 5.63 acre area including the low area on Manning Street in an effort to reduce/improve the current street flooding situation.

Through this grant application we are requesting \$1,220,000 in grants funds together with matching funds of \$305,000 for a total estimated project cost of \$1,525,000.

Approval of the resolution will allow staff to submit the grant application for consideration by EGLE.

Motion by Council Member Socha, seconded by Council Member Sharp to approve the Resolution for the project and submittal of the grant. **Resolution # 3522.**

Roll call:

Council Member Stuchell	Aye
Council Member Vear	Aye
Mayor Stockford	Aye
Council Member Sharp	Aye

Council Member Socha	Aye
Council Member Briner	Aye
Council Member Zeiser	Aye
Council Member Morrissey	Aye
Council Member Pratt	Aye

Motion passed 9-0

#### C. Airport Field Rules and Regulations

City Manager Mackie reviewed the updated Field Rules and Regulations for the Hillsdale Municipal Airport. The Rules were originally adopted in the 1960s. MDOT Aero has requested we update the document as part of their annual inspection.

Motion by Council Member Sharp, seconded by Council Member Morrissey to approve the updated Airport Field rules and regulations.

By a voice vote, the motion passed unanimously.

#### D Resolution for a new on-premises license application – Ballinger Holdings, LLC, 47 N Broad Street, Hillsdale, MI 49242

Ballinger Holdings, LLC is looking to start a business focused on golf and entertainment. They will be installing two, state of the art golf simulators with incredible capabilities. They stated that golfing and drinking go hand in hand. Not too often does someone go play a round of golf without getting a drink. They'd like to be able to offer that same service. Along with the alcohol, they will also be offering a range of vintage pops. Somewhere around fifty different flavors. The goal of the business is to not only create a space for adult, but also younger ages to enjoy time together playing golf, watching sports, and hanging out. We will have certain times and days where it will be alcohol free (where the vintage pops/sodas come into play) to create a fun space for kids in the community. The business will likely create 4-6 jobs between management, cleaning, bartending, and golf instruction.

Ballinger Holdings, LLC is applying for a Development District (DDA) License - MCL 436.1521a(1)(b). They are applying for a Class C license to be located at 47 N Broad Street, Hillsdale.

Motion by Council Member Socha, seconded by Council Member Sharp to approve resolution to obtain a DDA License from the state of Michigan. **Resolution #3523.**

By a voice vote, the motion passed unanimously.

#### E School Resource Officer Grant Program

Police Chief Hephner reviewed that the Michigan Legislature has provided an appropriation for the Michigan State police Grants and Community Services Division to award grants to public schools partnering with local Law Enforcement to secure at least one school resource officer. This grant provides 50% of the officer's wages and benefits, plus training, for three years.

Motion by Council Member Socha, seconded by Council Member Sharp to approve the partnership and submission of the grant application.

By a voice vote, the motion passed unanimously.

#### F Updated Fund Balance Policy

Some decades ago, the City Council adopted a resolution to set the minimum fund balance of the General Fund to 15% of expenditures. Since that time, accounting standards have changed to provide for the City Council and the City Manager to set aside fund balance in varying levels of restriction. The creation of the attached fund balance policy outlines the varying levels of restriction as well as expands the fund balance policy to include other key funds of the City.

As of June 30, 2022, the fund balance of the General Fund (unaudited) is \$3.3 million. As a percent of the fiscal year 2023 General Fund expenditure budget, the City has a fund balance percentage of 64.5%.

Motion by Council Member Socha, seconded by Council Member Sharp to approve the updated Fund Balance Policy as presented.

By a voice vote, the motion passed unanimously.

#### G Budget Amendments for FY 2023 Budget (Resolution)

The Uniform Budget and Accounting Act of 1968, as amended, requires the City to make amendments to the budget when appropriations exceed the current budget. These amendments must be approved by the City Council. This is also a great opportunity for Council to review the types of items that may impact the budget.

In the General Fund, the City Council adopts a budget for each department so the amendments address any budget needs by department, rather than by fund total. For all non-General Funds, a budget amendment is only necessary if the City finds the total fund appropriation will exceed the budget adopted by Council.

Motion by Council Member Socha, seconded by Council Member Vear to approve the Fiscal year 2023 Budget Amendments as presented. **Resolution #3524.**

By a voice vote, the motion passed unanimously.

#### Miscellaneous Reports

- A. Proclamation – Family Court Awareness Month
- B. Appointments- Board of Review – Jeff Cooley  
Reappointment – Shade Tree – Elaine Tillinger

Motion by Council Member Socha, seconded by Council Member Sharp to approve the appointments as presented.

By a voice vote, the motion passed unanimously.

- C. Other- None

#### General Public Comment

Brad Martin, commented on the Wildwood Drive flooding issue. He thanked Council for reviewing the letter and asked Council to do something temporarily so the incident doesn't happen again.

Jack McLain, commented water run off study on the airport and the homeless issue.

CJ Toncray, commented on the street parking and being side swiped by vehicles driving on the streets.

Leisha Taylor, commented on the homeless situation and quoted bible verses.

Jeff Cooley, thanked the Mayor for appointing him to the Board of Review. He has commented on homeless email that was submitted to council.

L. Filppula commented on a situation that happened this past summer.

James Galloway, commented on the homeless situation and how actions speak louder than words.

#### City Manager's Report

Transfer Station sale has been completed.

Meijer Stores are moving forward with the ground breaking this spring.

Bonds sales for the Westwood project was started and the City received seven (7) bids.

Congratulations to Hillsdale Terminal as they had a Ribbon Cutting and is their eighth (8) expansion.

**Council Comments**

Council Member Stuchell thanked all that served in the armed forces. Honoring all the veterans.

Council Member Zeiser thanked Council and stated it was an honor to serve the community in this capacity and stated that the City is small and there are no true goodbyes.

Council Member Briner thanked Council and enjoyed his time serving the City.

Mayor Stockford stated Zeiser and Briner will be greatly missed.

**Adjournment**

Motion by Council Member Sharp, seconded by Council Member Briner moved to adjourn the meeting.

By a voice vote, the motion passed unanimously. The meeting adjourned at 9:14 p.m.

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Adam L. Stockford, Mayor

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Katy Price, City Clerk

**CITY COUNCIL MINUTES**

City of Hillsdale  
November 14, 2022  
8:00 P.M.

Special 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  
R Greg Stuchell, Ward 1  
Anthony Vear, Ward 1  
William Morrissey, Ward 2  
Raymond Briner, Ward 4  
Robert Socha, Ward 4

Council Members absent: Cynthia Pratt, Ward 2  
Bruce Sharp, Ward 3  
Bill Zeiser, Ward 3

Also Present: Katy Price (City Clerk), Josh Paladino, Bridgette Paladino, Gary Wolfram and Stephanie Myers.

**Public Comment**

None

**Oath of Office**

A. Mayor

City Clerk Price administered the oath of office to Adam Stockford, Mayor.

B. Ward I Council Seat

City Clerk Price administered the oath of office to Will Morrissey, Ward I Council Member.

C. Ward II Council Seat

City Clerk Price administered the oath of office to Greg Stuchell, Ward II Council Member

D. Ward III Council Seat

City Clerk Price administered the oath of office to Gary Wolfram, Ward III Council Member

E. Ward IV Council Seat

City Clerk Price administered the oath of office to Joshua Paladino, Ward IV Council Member

**General Public Comment**

None

**Adjournment**

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

By a voice vote, the motion passed unanimously. The meeting adjourned at 8:14 p.m.

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Adam L. Stockford, Mayor

---

Katy Price, City Clerk

**Hillsdale Community Library Board of Trustees Meeting Minutes**  
**Sept 8, 2022 6 pm | HCL Meeting Room**

- I. CALL TO ORDER: Acting President Karen Hill called the meeting to order at 6:05 p.m.
- II. ROLL CALL and WELCOME to our LIBRARY DIRECTOR, JESSICA SPANGLER
  - A. Present: Karen Hill (acting president), Jim Bowen, Stephanie Myers, Joshua Paladino (secretary), Annette Littley (staff), Heidi Pruitt (staff), Jason Blake (Hillsdale DPS Director), and Jessica Spangler (HCL Director).
  - B. Absent: George Allen
- III. APPROVAL OF AGENDA:
  - A. Jim Bowen motioned to approve the agenda with consent to move up item VIII.C, “Update from city on Johnson Controls’ findings and repairs,” and consider it immediately after the agenda’s approval. Myers supported the motion. All members voted in favor: 4-0.
- IV. Update from city on Johnson Controls’ findings and repairs.
  - A. Jason Blake and Jessica Spangler submitted a proposal to spend \$8,210.67 on repairs to the Johnson Controls’ HVAC and fire alarm system. Ryan & Bradshaw agreed to reimburse the HCL \$2,000 for the repairs after their completion.
  - B. Bowen motioned to approve \$8,210.67 in spending on the repairs. Myers supported the motion. All members voted in favor: 4-0.
- V. APPROVAL OF MINUTES
  - A. August 11, 2022: Bowen motioned to approve the minutes. Myers supported the motion. All voted in favor: 4-0.
  - B. August 17, 2022: Bowen motioned to approve the minutes. Myers supported the motion. All voted in favor: 4-0.
- VI. VISITORS
  - A. Present: Barry Hill, Sara Yacks, and Ted Jansen
  - B. Jansen donated several books to the library during the public comment period.
- VII. APPROVAL OF FINANCIAL REPORTS
  - A. Income
  - B. Expense Report
  - C. City of Hillsdale expense and revenue for library.
- VIII. CIRCULATION REPORT.
- IX. DIRECTOR’S REPORT/acting president.
  - A. Program stats
  - B. Job applicant and updates for Children’s Librarian and Page positions
  - C. Update from city on Johnson Controls’ findings and repairs

- D. Thank you to volunteers, Liz Voorhies, Denise McClain, LeAnne Rumler, and Rickie Freeman

IX. COMMUNICATION

- A. Woodlands Library Advisory Board met August 18 with a guest from MI Right To Read. Hill was out of town
- B. Grants – Lauren Seabolt completed paperwork, but data needs to be collected on some new items that were purchased with grant funds. Kelly LoPresto, from the city, and LeAnne Rumler have also been working on grant paperwork for us.

X. OLD BUSINESS

- A. Library Board Emails
- B. Staffing Shortages and Janitorial
- C. Library Director Evaluation form

XI NEW BUSINESS

XI. BOARD COMMENTS

XII. NEXT MEETING DATE: October 13, 2022 at 6 p.m.

XIII. ADJOURNMENT: 7:15 p.m.



Hillsdale Housing Commission  
45 N. West Street • Hillsdale, MI 49242  
Phone: (517) 439-1210 • Fax: (517) 439-9577 • Web: www.hillsdalehousing.org

## **Minutes – Regular Board Meeting**

**Wednesday 09/21/2022**

### **1. Call to Order:**

Dennis Wainscott, Commissioner Chairman, called the meeting to order at 8:35am

### **2. Roll Call**

#### **Commissioners:**

Dennis Wainscott, Barbara Hamdan, Julie Boyce, Clint Brugger, Mike Prince

#### **Absent:**

#### **Staff:**

Executive Director: Amy Slade  
Maintenance Supervisor: Paul Scriptor  
Administrative Assistant: Tiffany Hall

#### **Additional Present:**

Kathryn Stout – Resident Apt. 415  
Doug Myers – Resident Apt. 406  
Kathryn Holden – Resident Apt. 109  
Charles Sharp – Resident Apt. 112

### **1. Additions to Agenda:**

### **2. Minutes from September Meeting:**

Commissioners Clint Brugger made a motion to accept September minutes; and a second by Commissioner Julie Boyce. All present Commissioners voted and approved the September minutes.

### 3. Maintenance Supervisor's September Report

Commissioner Julie Boyce made a motion to accept the maintenance report; and a second by Clint Brugger. Commissioners voted and approved the maintenance report.

- Apt. 302 turn complete
- Annual Fire Alarm System Inspection Complete
  - Fire Panel and Remote Panel Batteries Replaced, required to be replaced every three years, replaced all to get on same schedule
  - Need to look in to replacing smoke detectors, going on 20 years old
- Looking into Window replacement
- Camera system we are still looking into that

**Executive Director's Report** (see attached report)

#### **HUD Reports: Financial Highlights**

##### **Credit card Expenditures:**

Meeting Supplies:	\$ 0.00
Maint. Supplies:	\$ 440.20
Postage Supplies:	\$ 0.00
Invoices – Trash/Phone:	\$1199.84
<u>Intuit Payroll:</u>	<u>\$ 57.00</u>
<b>Total:</b>	<b>\$1697.04</b>

**Funding:** Received \$19,929.00 for Operating Fund

- **Internal Operations:**

MOVE-INS: 0 (see attached report)

Vacancy History Report: (see attached report)

VACANCIES: 0

Current Move-Out Notices: 0

Current Waiting List Report as listed below:

#### **1 BEDROOM**

Elderly/Disabled: 20

Near Elderly: 6

Other: 6

**2 BEDROOMS:** 9

- **Community Networking**
  
- **Request for Board Action:**

**PROJECTS COMPLETED:**

- **Pending Projects:**
  
- **NEW PROJECTS:**
  
- **Resident Activities:**
  - **Bingo**

Commissioner Julie Boyce made a motion to accept the September Executive Director's Report; and a second by Clint Brugger. All present Commissioners voted and approved the Executive Director's Report.

- **New Business:**
  
- **Unfinished Business:**
  - Executive Director Evaluation
    - Julie Boyce all the Evaluation are here for you to look at overall Exceeds expectations.  
Commissioner Julie made a motion to accept 5.9% increase in Amy's income. Commissioner Clint Brugger made motion to accept the increase; second by Dennis Wainscott. All present Commissioners voted and approved the Executive Director Evaluation.
  
- **Residents and Visitors with Commission Business:**
  - Charles Sharp, Apt. #112, The employees are doing an outstanding job

- Clint Brugger, Commissioner, said he's always relieved to come here because it always good here.

- **Adjournment:**

A Motion was made by Commissioner Julie Boyce, to adjourn meeting, a second from Clint Brugger, all Commissioners present approved.

The meeting was adjourned at 9:10 am.

**X** \_\_\_\_\_  
**Dennis Wainscott**  
**Chairman**

**X** \_\_\_\_\_  
**Amy Slade**  
**Executive Director**

# City of Hillsdale

## Agenda Item Summary

**Meeting Date:** November 21, 2022

**Agenda Item:** **Consent Agenda**

**Subject:** Christmas in the City parking space closure

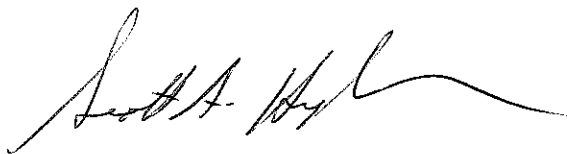
**Background:**

The City of Hillsdale along with the Hillsdale Business Association are hosting a Christmas in the City event on Saturday December 3, 2022. The sponsors wish to block the parking spaces on the south side of McCollum Street from N. Broad Street to N. Howell Street (excluding the marked Handicap parking space) from 7:00 a.m. till 6:00 p.m. on the 3<sup>rd</sup> for Food Truck parking. See attached TCO 2022-55.

**Recommendation:**

Approval of this request is recommended as this is consistent with events held in the past.

Scott A. Hephner



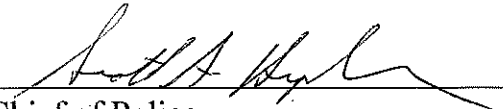
Chief of Police / Fire Chief

**TRAFFIC CONTROL ORDER**  
**2022-55**

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships, and Villages this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan Department of Transportation.

There shall be **no parking** on the **southside** of **McCollum St.** from **N. Broad** to **N. Howell St. (excluding marked Handicap parking space)** from **7:00 am** to **6:00 pm** on **Saturday, December 3, 2022** for the Christmas in the City event.

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.

  
\_\_\_\_\_  
Chief of Police

11/15/22  
Date

Received for filing in the office of the City Clerk at 10:00 a.m. on the 15 day of November, 2022.

\_\_\_\_\_  
City Clerk

11/15/22  
Date

**RESOLUTION #** \_\_\_\_\_

IT IS HEREBY RESOLVED that effective immediately the above Traffic Control Order is made permanent.

Passed in open Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Adam L. Stockford, Mayor

Attest:

\_\_\_\_\_  
Katy B. Price, City Clerk

# City of Hillsdale

## Agenda Item Summary

**Meeting Date:** November 21, 2022  
**Agenda Item:** Consent Agenda  
**Subject:** 2022 Christmas Light Up Parade

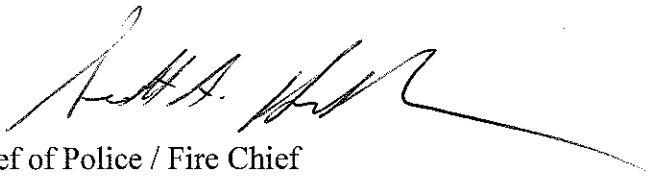
**Background:**

The Hillsdale Business Association has submitted application for street closures and parking restrictions for the annual "Light Up" parade. The event will be on Saturday December 3, 2022 with the street closures and parking restrictions from 4:00 p.m. till 8:00 p.m. The parade begins at 6:15 p.m. See attached Traffic Control Order and route map.

**Recommendation:**

Approval of this request is recommended as this is an annual community event.

Scott A. Hephner



Chief of Police / Fire Chief

**TRAFFIC CONTROL ORDER**

**2022-56**

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships and Villages and the Michigan Motor Vehicle Code this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan Department of Transportation.

**On Saturday, December 3, 2022 from 4:00 pm until 8:00 pm there shall be the following street closures for the Downtown Hillsdale Christmas Light Up Parade:**

- closure** of Howell St. from North St. to Barry St.;
- closure** of McCollum St. from Broad St. to Manning St.;
- closure** of E. Bacon St. from Howell St. to Manning St.;
- closure** of alleyway behind Wilson Hall;
- closure** of Waldron St. at Howell St.;
- closure** of Barry St. from Howell St. to Manning St.;
- closure** of Midtown Alley between McCollum St. and E. Bacon St. (for parade staging)

**On Saturday, December 3, 2022 from 4:00 pm until 8:00 pm the following parking lot will be closed:** Midtown Lot (Lot C)

**On Saturday, December 3, 2022 from 4:00 pm until 8:00 pm there shall be:**

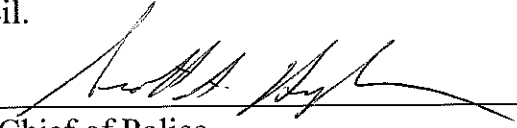
- no parking** on McCollum St. between Manning & Broad St.;
- no parking** on Howell St. between McCollum & Waldron St.;
- no parking** on Barry St. between Howell St. & Midtown Alley

**Downtown Hillsdale Christmas Parade Route: (Parade starts @ 6:15 pm)**

East McCollum to Howell St. then S. Howell St. to Barry St. then West on Barry St. to parade end point at alley behind Flagstar Bank.

**“Street Closed Ahead” advance warning signage will be placed on various streets in advance of Type III Barricades. Please refer to attached map for locations.**

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.

  
 \_\_\_\_\_  
 Chief of Police

\_\_\_\_\_  
 11/16/22  
 Date

Received for filing in the office of the City Clerk at 10:00 a.m. on the 16 day of November, 2022.

\_\_\_\_\_  
 City Clerk

\_\_\_\_\_  
 11/16/22  
 Date

**RESOLUTION # \_\_\_\_\_**

IT IS HEREBY RESOLVED that effective immediately the above Traffic Control Order is made permanent.

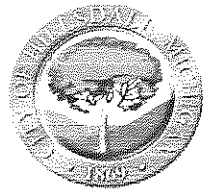
Passed in open Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Attest: Katy B. Price, City Clerk

Adam L. Stockford, Mayor



Received by VP  
 Date 11/14/22  
 Amount Rec' \$200.00  
 Check # \_\_\_\_\_  
 Permit # \_\_\_\_\_



RECEIVED

NOV 16 2022

CITY OF HILLSDALE  
 CITY CLERK'S OFFICE

CITY OF HILLSDALE

City Hall  
 97 N. Broad St.  
 Hillsdale, Michigan 49242  
 (517) 437-6490  
 www.cityofhillsdale.org

APPLICATION FOR PERMIT  
 OCCUPANCY OF OR WORK WITHIN STREET RIGHT-OF-WAYS

TYPE:

- APPLICATION FOR PERMIT
- APPLICATION FOR BLANKET ANNUAL PERMIT
- REQUEST TO COMMENCE WORK

Hillsdale Business Association		Nov 7, 22	Mary Bertakis		Nov 7, 22
Applicant's Name		Date	Contractor's Name		Date
P.O. Box			5788 Cole Rd.		
Mailing Address			Mailing Address		
Hillsdale	Mi	49242	Hillsdale	Mi	49242
City	State	Zip Code	City	State	Zip Code
Telephone Number			(313) 930-5100		
Telephone Number			Telephone Number		

DESCRIPTION OF WORK OR USE: Light Op Parade  
- road closure barricades  
- Midtown lot closed  
- library lot close No parking signs/cones ect.

LOCATION: (Drawing to be provided)

Midtown lot, City library lot, And street map att.

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

Barricades, No parking signs, cones ect.

TIME PERIOD: 4pm lots 7:30 lots  
 COMMENCING DATE: Dec 3, 2022 TIME: 5pm streets ENDING DATE: Dec 3 TIME: 7:30 streets

THE FOLLOWING MUST BE SUBMITTED PRIOR TO PERMIT ISSUANCE:

- Certificate of Insurance On file w/ City ABA office. Models.
- Construction Plan
- Other
- Performance Bond \$ \_\_\_\_\_
- Subcontractor's Names

**Staff Use Only**

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Recommendation for Issuance

Approved  Denied

Director Comments:

\_\_\_\_\_  
Director, Department of Public Services

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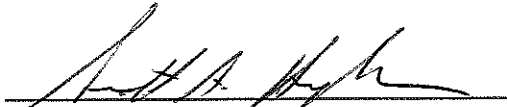
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Recommendation for Issuance

Approved  Denied

Chief of Police Comments:

  
\_\_\_\_\_  
Chief of Police

*4 pm for all closures.*

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Bond Received \$ \_\_\_\_\_

Fee Received \$ \_\_\_\_\_

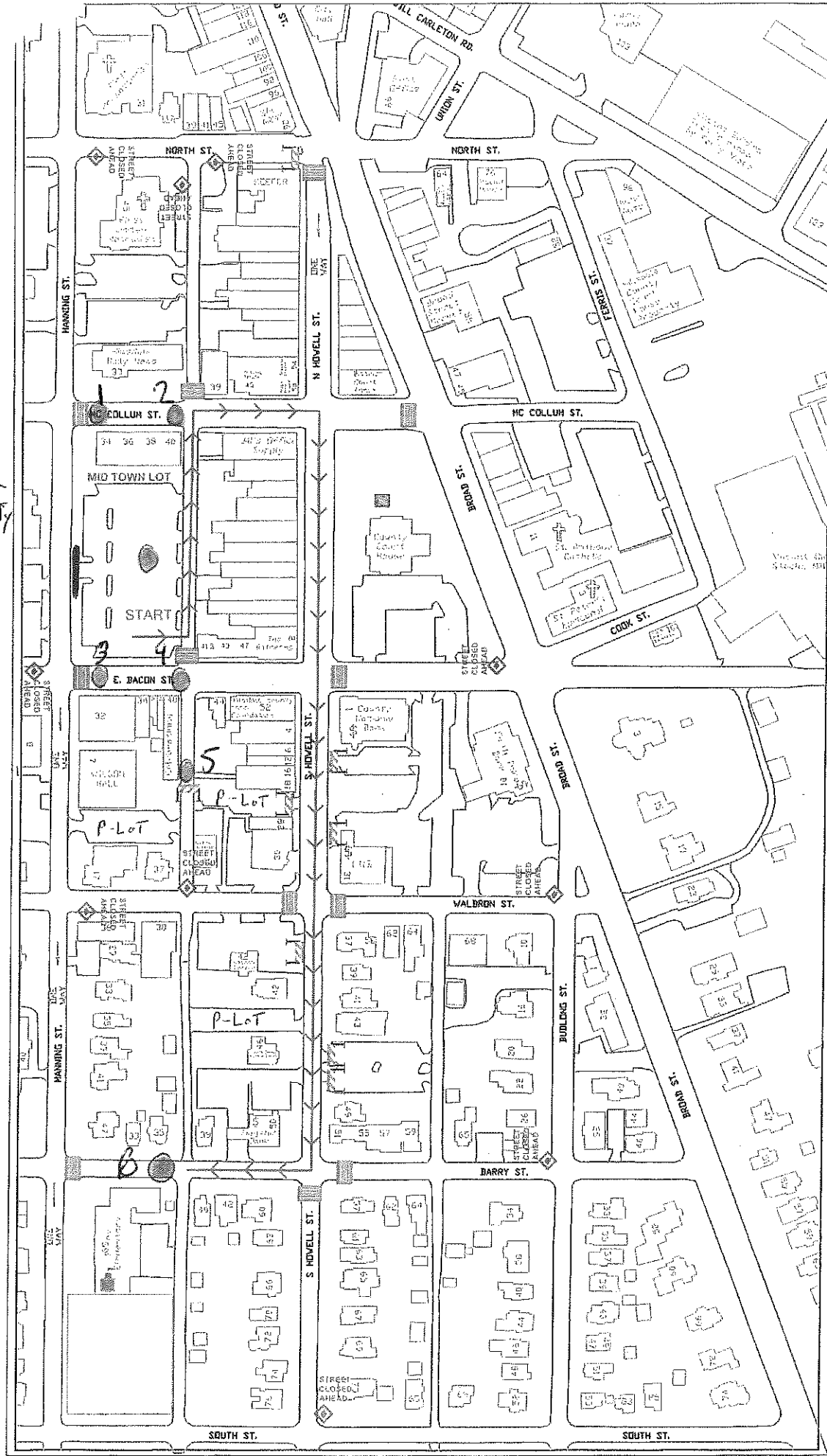
\_\_\_\_\_  
City Clerk

**Return Application to:**  
Department of Public Services  
149 Waterworks Drive  
Hillsdale, MI 49242  
or  
City of Hillsdale Clerk  
97 N. Broad St.  
Hillsdale, MI 49242  
or email to: [publicservices@cityofhillsdale.org](mailto:publicservices@cityofhillsdale.org)

**INSPECTIONS MUST BE SCHEDULED  
MINIMUM 2 HOURS PRIOR TO  
COMMENCEMENT OF WORK.**

Light Parade

Volunteer Responsibility



**TYPE II  
BARRICADE  
WITH  
STREET  
CLOSED  
AHEAD  
SIGN**



**TYPE III  
BARRICADE  
INCLUDING 4  
CLASS I  
SAW HORSE  
BARRICADES**



**TYPE I  
BARRICADE**



**PARADE  
ROUTE**

**City of Hillsdale**  
**Agenda Item Summary**

**MEETING DATE:** November 21, 2022

**AGENDA ITEM #:** Consent Agenda

**SUBJECT:** Water Treatment Plant replacement valves and piping

**BACKGROUND PROVIDED BY STAFF:** Jeff Gier, Director of Water and Wastewater

**Project Background:**

The four check and butterfly valves on the four high service pumps at the treatment plant are in need of replacement. Staff has \$45,000 budgeted in the capital improvement fund for well and high service maintenance. We received two quotes back: Michigan Pipe at \$12,852.04 and Detroit Pump at \$22,447.12. Third quote received from Kennedy Industries did not include all requested parts but is higher than Michigan Pipe.

**RECOMMENDATION:**

Board supports award by the Council for the purchase of these parts from Michigan Pipe and Valve, Jackson, MI in the amount of \$12,852.04.



# MICHIGAN PIPE & VALVE

**FOR ALL YOUR WATER, STORM AND SEWER NEEDS**

Michigan Pipe & Valve, Inc  
3604 Page Avenue  
Jackson, MI 49203

Phone (517) 764-9151  
Fax (517) 764-9155

**PRICE QUOTE**

Page 1

Printed 11/02/22 CW

**Quoted**

HILLSDALE BPU  
45 MONROE ST  
HILLSDALE MI 49242  
Tel:517-610-4342 Fax:517-437-3388

**Ship To**

HILLSDALE BPU  
PICKED UP AT MPV-JACKSON  
3604 PAGE AVE  
JACKSON MI 49203

Quote #	Quote Date	Exp Date	Customer #	Customer P/O #	Ship Via	Writer
QJ14131	09/16/2022	10/16/2022	0001161		CUSTOMER P/U	KR
Job ID	Customer Terms			Salesman		
	NET 30 DAYS			XXX		
Product	Description	UM	Quant	Unit Price	Extension	
SP*00013509	8" GA 340-W OL&W CHECK VALVE	EA	4	1858.06	7432.24	
SP*00013510	8" SOUTHER VALVE FLG. 801 GATE VALVE W/HANDWHEEL	EA	4	865.59	3462.36	
541528	8 FLG JT ACC SET KIT	EA	16	15.46	247.36	
233110	8X2 FILLER FLG CI	EA	4	427.52	1710.08	
X: _____ (Accepted by)				Sub Total	\$12,852.04	<b>T o t a l</b>
				Freight	\$0.00	
				Misc Charges	\$0.00	
				Tax Amount	\$0.00	
						<b>\$12,852.04</b>

**MESSAGE**

**TERMS**

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23751 Amber Avenue  
Warren, MI 48089  
248-544-4242  
www.detroitpump.com

## Gate and Check Valve

Quotation Date: 10/24/22  
Company Name: City of Hillsdale  
Contact Name: Craig Wickman  
Contact Phone:

Prepared By: Todd Chartier  
Account Manager: Todd Chartier  
Job Name/Ship To: Gate Valve / Check Rev  
Contact E-Mail: [cwickham@hillsdalebpu.com](mailto:cwickham@hillsdalebpu.com)

Item	Description/Part Number	QTY	Net Each	Total Net
1	8" Flanged Non Rising Stem Gate Valve with handwheel / GTVAG-FDI3151-HW	4	\$2,141.18	\$ 8,564.72
2	8" Outside lever & weight swing check valve / SWL81-LWr4	4	\$3,117.65	\$ 12,470.60
3	8" Flanges / Spacers Machined	12	\$117.65	\$ 1,411.80
			Total:	\$ 22,447.12

### Notes & Comments:

**Gaskets and Hardware Not Included**

Delivery ARO: **4 to 6 weeks**

Shipping Terms: Not Included

*Todd Chartier*

Sales

734-323-4238

Terms of Payment: Net 30 Days (with approved credit)

F.O.B.: Shipping Point

Freight: not included

Taxes: Not Included (Exempt Form Required for Non Tax Sales)

Start-Up: Not Included

Warranty: Standard Factory

**Quote valid for 14 Days**



QUOTATION		
DATE	NUMBER	PAGE
10/13/2022	0048479	1 of 1

B HIL100  
I HILLSDALE BOARD OF PUBLIC WORK  
L 45 MONROE STREET  
T HILLSDALE, MI 49242  
O

Accepted By: \_\_\_\_\_  
Date: \_\_\_\_\_  
PO#: \_\_\_\_\_  
Ship To: \_\_\_\_\_

ATTENTION:  
CRAIG WICKHAM                      517-437-3648                      cwickham@hillsdalebpu.com

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
	WTP, DEZURIK PLUG VALVES, WATER	REA/JAR	FREIGHT ALLOWED

QTY	PART	DESCRIPTION	UNIT PRICE	EXTENDED
4.00	VLCKE81106LWFBLW	KENNEDY VALVE, VALVE, CHECK 8", 1106LW, FLANGED, BRONZE, LEVER AND WEIGHT Mfg Part: 1106LW	\$2,993.00	\$11,972.00
4.00	VLGK88561FCIHW	KENNEDY VALVE, VALVE, GATE 8", 8561A, FLANGED, CAST IRON, RESILIENT WEDGE, HANDWHEEL	\$2,318.00	\$9,272.00

\*\* PRICING AND LEAD TIME ARE BASED ON CURRENT MARKET PRICE AND AVAILABILITY AND ARE SUBJECT TO CHANGE. PLEASE NOTE QUOTE IS VALID FOR 30 DAYS \*\*

PRICE DOES NOT INCLUDE: TAX, INSTALLATION OR STARTUP.

DELIVERY: APPROXIMATELY 16-18 WEEKS AFTER RECEIPT OF ORDER.

THANK YOU FOR THE OPPORTUNITY TO QUOTE OUR EQUIPMENT.

SINCERELY - JESSICA RIVARD

<p>This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms &amp; Conditions (Rev'd 4/2019) and Customer Warranty available at www.kennedyind.com which will be provided by email upon written request. Kennedy reserves the right to change the Terms &amp; Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms &amp; Conditions and Customer Warranty posted on Kennedy's website.</p> <p><b>QUOTE VALID FOR 30 DAYS. CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL</b></p>	<p><b>TOTAL:                      \$21,244.00</b></p>
---	---



**Hillsdale County**  
**community foundation**

For **good.** For **ever.**

November 2022

Dear Friends of the Hillsdale County Community Foundation:

As we approach the giving season, we are humbled by everyone that has supported us this past year. We are grateful to our donors that have trusted us to be good stewards of their resources, the non-profit community that has joined us in meeting the needs of our residents and the community that has embraced our programs and initiatives to promote philanthropy and giving back. We are mindful of the obligations we have to our community and how our work impacts the future generations.

With support from our partners, donors and community, the Foundation has had another great year! A few of our highlights include:

- The awarding of 420 requests, totaling \$1,023,229 in grants to support the needs in our community;
- \$505,042 awarded from donor-directed funds to the causes that matter most to them;
- The addition of 12 funds, each meeting a unique need in Hillsdale County;
- 108 children, totaling \$7,650 were supported through the Warm the Children campaign; and
- 224 scholarships awarded, totaling \$242,730 to area students to fulfill their post-secondary ambitions.

In addition to our grantmaking, we continued our leadership role in addressing critical needs and supporting our community partners. Those successful endeavors include:

- The Great Give – During our 2021 Annual Great Give event, we saw 13 agencies raise a record \$221,623 for our community!
- Food Drive – Our YOUTH partnered with M&M Smokehouse and Walmart to provided \$7,000 in food and necessary items for our local food pantries.
- College Fair – HCCF collaborated with Hillsdale College to sponsor the 15<sup>th</sup> annual Hillsdale County College Fair, highlighting post high school planning by bringing together over 64 colleges, military branches, local employers, and other supporting organizations.

Despite our successes, we acknowledge there is still a great deal of work to be done. During this giving season, we would ask that you consider a gift to the Hillsdale County Community Foundation. Your gift will support multiple causes, not only today but for generations to come. 100% of your contribution stays in Hillsdale County, and thanks to the Simpson Foundation, 100% of your gift goes directly back into the community for the causes you care about the most.

Please join us in making a difference in our community – For Good. For Ever.

In Community Service,

Karlye Horton  
Board Chair

Sharon E. Bisher  
President



Excellence. Accountability. Impact.™



# Support the Hillsdale County Community Foundation and other nonprofits during



Come **Together** 11.29.2022

---

The Hillsdale County Community Foundation is proud to once again host the 2022 Great Give aimed at encouraging all of Hillsdale County to give to local non-profits on one specific date - November 29!

- November 29 is Giving Tuesday, a global day dedicated to giving back. On Giving Tuesday, charities, families, businesses, community centers, and students around the world will come together for one common purpose: to celebrate generosity and to give.
- HCCF is encouraging Hillsdale County residents to celebrate the spirit of philanthropy by donating to our local nonprofits. Funds from a bonus pool will be distributed and awarded by HCCF to participating agencies in several ways during the Great Give.
- Please plan now to support your local non-profit.
  - Online gifts are encouraged using the HCCF website, [www.abouthccf.org](http://www.abouthccf.org).
  - Early giving will be available at the Foundation office, 2 South Howell, November 1-28.
  - Drive through and drop off options will be available for donors at this years location: HUB Activity Center, 1300 South Hillsdale Road, Hillsdale.

## **Participating Organizations Include:**

- CAPA • CASA • Domestic Harmony • Greater Hillsdale Humane Society •
- Great Start Collaborative • Helping Hands Pregnancy Resource Center •
- Hillsdale County Senior Services Center • Hillsdale County Community Foundation •
- Hospice of Hillsdale County • St. Peter's Free Clinic • The Sauk Theatre •

## **Supported Organizations Include:**

- The Jonesville Mission • Love INC • Kings Kupboard • The Salvation Army •

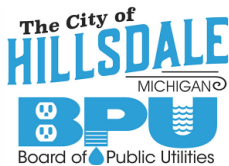
# Merry Christmas

AND A HAPPY NEW YEAR

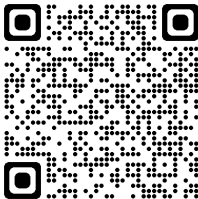
## CITY OF HILLSDALE, MICHIGAN

ISSUE 21 | WINTER 2022 | DEC, JAN, FEB

# QUARTERLY NEWSLETTER



45 Monroe St, Hillsdale, MI 49242  
(517) 437-3387 | [www.cityofhillsdale.org](http://www.cityofhillsdale.org)  
Mon - Fri, 10:00 AM - 4:00 PM  
After Hours Emergencies: 1-844-427-8633



97 N Broad St, Hillsdale, MI 49242  
(517) 437-6440 | [www.cityofhillsdale.org](http://www.cityofhillsdale.org)  
Mon - Fri, 8:00 AM - 5:00 PM

## WINTER HOLIDAY CLOSURES

City Hall will be closed during normal office hours to observe the following holidays:

- \* Friday, December 23, 2022 - Christmas Eve
- \* Monday, December 26, 2022 - Christmas Day
- \* Friday, December 30, 2022 - New Year's Eve
- \* Monday, January 2, 2023 - New Year's Day
- \* Monday, January 16, 2023 - MLK Jr Day

## 2022 WINTER TAXES DUE

Taxes are due and payable December 1, 2022 - February 14, 2023 without interest or penalty.

For more information, please contact the City Treasurer at (517) 437-6454.

Please email [assessor@cityofhillsdale.org](mailto:assessor@cityofhillsdale.org) or call (517) 437-6440 for verification of the mailing address used on your winter tax bill or with questions regarding the Principal Residence Exemption (PRE).

## HBA'S ANNUAL LIGHT UP PARADE



Saturday, December 3, 2022 at 6:15 PM in Downtown Hillsdale.

Line up will begin at 5:00 PM in the Midtown parking lot. Pre-register for the event at [lightupparade@gmail.com](mailto:lightupparade@gmail.com).

## HEALTHIES OF HILLSDALE RELOCATES

Healthies of Hillsdale has moved to 4 S Howell St, Hillsdale, MI 49242.

Please call (517) 797-6050 or visit their social media accounts for any additional information.

## NEW BUSINESSES IN THE CITY

Cricket Wireless  
2928 W Carleton Rd, Hillsdale, MI 49242  
(517) 995-5018

Fetch'd Dog Grooming  
43 E Bacon St, Suite B, Hillsdale, MI 49242  
(517) 425-5212

Hillsdale Antiques & Collectibles  
41 E Bacon St, Hillsdale, MI 49242  
(517) 425-5214

Mystic Tint & Accessories  
3007 W Carleton Rd, Hillsdale, MI 49242  
(517) 995-5000

The Well Activity Center  
3240 W Carleton Rd, Hillsdale, MI 49242  
(517) 212-8948

Wild Bill's Tobacco  
205 W Carleton Rd, Hillsdale, MI 49242  
(517) 398-9110

For more information, please visit the Facebook pages and websites of the businesses mentioned above.

\* Note: If you are opening a business in the City of Hillsdale or moving your existing business into/out of the City, please email [klopresto@cityofhillsdale.org](mailto:klopresto@cityofhillsdale.org) or [ojones@cityofhillsdale.org](mailto:ojones@cityofhillsdale.org) to be included in the next quarterly newsletter.

## COMMUNITY LIBRARY UPDATES

### Hours of Operation:

- \* Monday - Tuesday, 10:00 AM - 6:00 PM
- \* Wednesday - Friday, 10:00 AM - 5:00 PM
- \* Saturday, 10:00 AM - 1:00 PM

(In accordance with City-observed holidays. If a holiday falls on a Friday, the Library will also be closed Saturday).

For events, updates, and programming, please visit the Library's website at [www.hillsdale-library.org](http://www.hillsdale-library.org) or visit their Facebook page by searching "Hillsdale Community Library."

## 2022 CHRISTMAS IN THE CITY

The City of Hillsdale and the Hillsdale Business Association will host Christmas in the City.

When: December 3, 2022, 12:00 PM - 3:00 PM  
Where: Downtown Hillsdale

Activities include: a drawing by CAPA for the UTV Raffle, storefront contest, shopping, carolers, Santa, Sleigh Scavenger Hunt, hot chocolate, cookies, and more!

For more information, please contact Kelly LoPresto (517) 437-6426 or visit the Hillsdale Business Association's Facebook page.

## 4TH ANNUAL NEW YEAR'S EVE EVENT



When: December 31, 2022  
1:00 - 5:00 PM

Where: 60 N Manning St

The City of Hillsdale, in collaboration with Hillsdale Elks Lodge #1575, is hosting a FREE family-friendly event for the entire county!

Both indoor and outdoor activities are planned. In the parking lot across from the Elks you will find a full-sized ice skating rink (skates provided), a 22 ft Alpine Tubing double-lane slide, horse and carriage rides, food (for purchase), hot chocolate, and more!

Inside, from 1:00 - 4:00 PM, you will find face painting and caricature drawings. Feel free to stop by for a photo with Edwin the penguin.

Brought to you by CAPA, the Hillsdale Community Foundation, Comcast, Michigan Gas Utilities, Point Rental and Sales, the City of Hillsdale, Hillsdale Elks Lodge #1575, Hillsdale BPU, Hillsdale Hospital, and the Hillsdale EDC.





## HILLSDALE RESIDENT'S DONATION TO TREE PLANTING PROGRAM RECOGNIZED



On Friday, September 30, longtime resident Richard Eckert joined Hillsdale City Forester Gary Stachowicz and Director of Public Services Jason Blake to receive a formal thank-you for his significant donation to the City's Public Tree Planting Program this year.

Mr. Eckert's donation enabled the planting of nine (9) Eastern Redbud saplings along Wolf's Point just beyond Sandy Beach earlier this summer. The location was chosen due to the heavy storm damage and tree loss the shores of Baw Beese Lake suffered in 2021. As the new trees mature, they are expected to improve soil retention and help stabilize the shoreline around the peninsula.



Now, several months later, the trees all appear to be healthy and thriving in their new permanent home.

"We wanted to be sure these trees took root and became established before sharing the exciting news with the community," said Gary Stachowicz during the Arbor Day Celebration.

Hillsdale has achieved Tree City USA recognition for the past 43 years, which is a testament to the great effort that City staff, donors, and volunteers have put forth over the years to care for and expand the City's urban forest.

If you would like to assist the City with purchasing and planting trees in public spaces, you can make a tax-deductible donation to the Public Tree Planting Program.

For more details or to make a donation, please contact Gary Stachowicz at (517) 437-6493.

## TRI-STATE SCENIC STEAM EXCURSION CAME TO HILLSDALE



The City of Hillsdale, once a hotbed of passenger rail activity, was treated with a truly historic sight as steam-powered locomotive engines roared into town for the first time in over 70 years.

The Tri-State Scenic Steam Excursion, an all day round trip tour, brought hundreds of visitors into Hillsdale as part of a scheduled layover, which provided the passengers with an opportunity to explore Hillsdale's historic downtown.



The train tours, departing from Edon, Ohio, passing through Indiana and Michigan, were organized by the Fort Wayne Railroad Historical Society, working in collaboration with the Indiana Northeastern Railroad and Little River Railroad.



City staff are hopeful there will be more steam-powered train tours and events in Hillsdale in the years to come. They continue to look for ways to boost local tourism.



## RECENT NEW HIRES

Please join the City in welcoming the following new hires:

- \* Lewis Dingess - DPS Foreman
- \* Salina Brosamer - DPS Admin
- \* Liz Voorheis - Library Page
- \* Aero Gibbons - Police Department
- \* Koel Phillips - Police Department
- \* Ethan Britton - Water Operator
- \* Jennifer McClellan - GIS Technician
- \* Jessica Spangler, formerly the DPS Admin, has been hired as the new Library Director.

Welcome to the City of Hillsdale! We wish you well on your endeavors with us!

## GARY STACHOWICZ RETIRES AFTER 17 YEARS

City Forester Gary has been a consummate team player throughout his tenure. Aside from his primary role planting and maintaining all of the City's beautiful trees, Gary has also assisted with winter maintenance, traffic control, and street maintenance. He is always willing to lend a hand!

Gary was an excellent youth mentor! He seized every opportunity to educate college student summer work crews and teach local elementary students how to properly plant trees at annual Arbor Day celebrations.

He will truly be missed! We wish him well as he transitions from work to full-time fishing and hunting!

Thank you, Gary!



## CLEARING OF SIDEWALKS IS REQUIRED

Per Hillsdale Municipal Code Sec. 30-89, the owner/occupant, if any, of every lot or parcel of land adjoining any public sidewalk shall be responsible for clearing, removing and treating all ice and snow that accumulates as to render the sidewalk reasonably safe for pedestrian travel. Such treatments include spreading sand and/or de-icing material produced for the purpose of rendering the sidewalk reasonably safe for pedestrian travel by melting the ice and snow or by removing it.

Such treatment should be done "by midnight of the day next following its accumulation" (Sec. 30-89(b)).

Any owner/occupants who fail to comply with this code may be issued a municipal civil infraction ticket. In addition, the City may clear the sidewalk with any related expenses to be billed to the property owner and added to the next City tax bill if unpaid within 30 days.





THURSDAY  
DECEMBER

**1st**  
4-6PM

# BUSINESS After Hours

Featuring

**KEY OPPORTUNITIES**

with

**The Economic Development Partnership**

Explore our packing, inspecting, assembly, and supported employment opportunities.

Connect with business and industry leaders while you tour the facilities.

Wine and hors d'oeuvres provided by Key Opportunities' CHEFS Program.



**Economic  
Development  
Partnership**

**KEY OPPORTUNITIES**  
VOCATIONAL TRAINING  
EDUCATE · EMPOWER · EMPLOY

**400 NORTH HILLSDALE ST., HILLSDALE, MI 49242**



**THE CITY OF  
HILLSDALE &  
THE HILLSDALE  
BUSINESS  
ASSOCIATION**



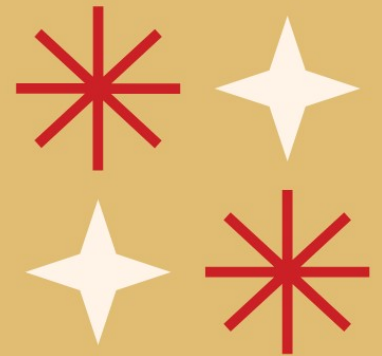
**INVITES YOU TO**

# *Christmas in the City*

**DECEMBER 3**

**11:45AM - 3:00 PM**

**SCAVENGER HUNT, CAROLING, CARRIAGE  
RIDES, FOOD TRUCKS, HUMAN SNOW  
GLOBE, WINTER MARKET AT THE DAWN  
THEATER, COOKIES & HOT CHOCOLATE,  
SHOPPING LOCAL,  
AND SANTA!**



**CAROLING STARTING AT 11:45A ON THE  
COURTHOUSE STEPS**

**SANTA WILL BE AT THE GAZEBO FROM  
12:30-1:30 AND THE DAWN THEATER FROM  
2-3**

**SLEIGH SCAVENGER HUNT TAKING PLACE  
THROUGHOUT HILLSDALE FROM 12-3P**

**FOR MORE INFO, VISIT US ON FACEBOOK:  
FACEBOOK/CITYOFHILLSDALE**

# **City of Hillsdale**

## **Agenda Item Summary**

**Meeting Date:** November 21, 2022

**Agenda Item:** New Business

**SUBJECT:** Western Michigan Health Insurance Pool

### **BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager**

This fall the City was notified by its health insurance provider, Priority Health, that we would be seeing a 27% increase in premiums starting January 1<sup>st</sup>. Upon this notification the staff started looking at various options with the hope of saving money and improving our plan options. To this end we received a number of proposals from the Burgee Agency (current broker), the Western Michigan Health Insurance Pool (the Pool) and from the Teamsters.

After careful consideration, the staff would like to propose switching over to the Pool. The Pool as you can see in the attached information is made up of over 120 organizations with over 13,000 thousand employees and 36,000 enrollees. Price wise most of the proposals are fairly comparable. Where the Pool shines is with long-term affordability/stability in rates and quality plan options. The City would initially propose two options to the employees (attached). The first is a Health Savings Account (HAS - Plan 166) and the second is a traditional Preferred Provider Organization (PPO - Plan 005) through Blue Cross Blue Shield (BCBS). Premiums are split between the City 80% and employees 20%. In considering this change nonunion and union staff members were consulted.

Attached is the Resolution Authorizing Public Entity Membership in the Pool and the Business Associate Agreement that City Council needs to approve. Upon joining the Pool the City is agreeing to be a member for at least three years. Additionally, the City is able to appoint a representative to the Pool to assist in governance of the organization.

### **RECOMMENDATION:**

City Council approve the Resolution Authorizing Membership into the Pool, the Business Associate Agreement and appoint the City's HR Director as our representative.



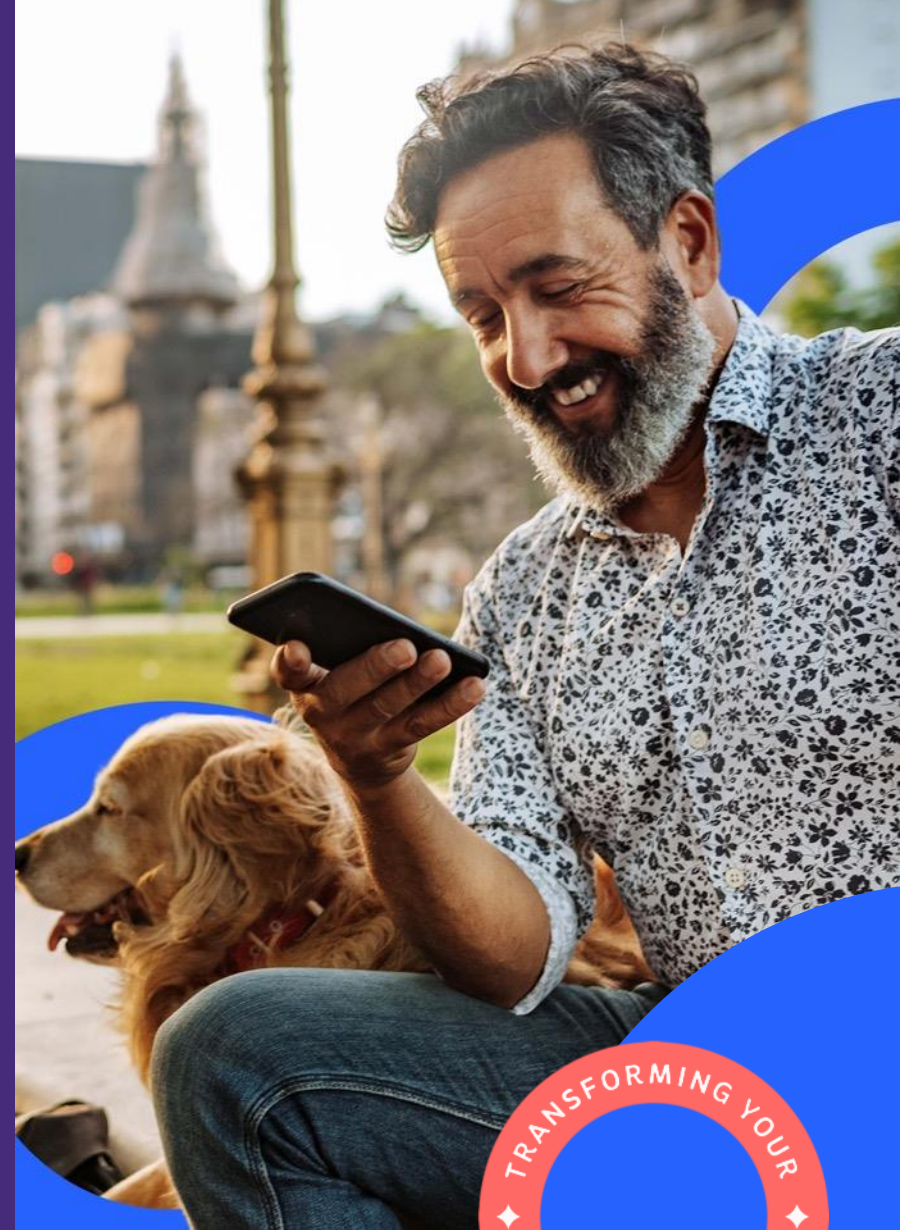
# THE POOL

Western Michigan  
Health Insurance

## City of Hillsdale

Considering Membership in the Pool

October 6, 2022





Who is “The Pool”?

**THE POOL**

Western Michigan Health Insurance



# Who we are

The Western Michigan Health Insurance Pool (The Pool) was formed in 2005 to help local employers reduce health insurance costs and ensure that public-sector employees could access better healthcare. By pooling our resources across the State, we ensure that member organizations can offer their employees healthcare and benefits at highly competitive prices.


## **If you're an employer:**

This means you can offer your employees coverage from a variety of plans with clear and affordable costs, often delivered by local providers. All while keeping your healthcare costs lower too.

## **If you're an employee:**

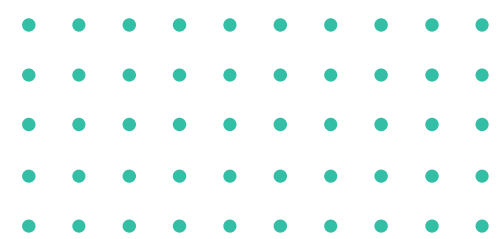
This means you have peace of mind – your healthcare is covered, and so are your loved ones. But that's not all, you'll also have access to tools and resources to help you develop healthy lifestyle habits and improve your wellbeing that will empower you to live your best life.

And the best news? Because of the size of our membership, we can negotiate for lower costs and higher flexibility – so you get to keep more of your hard-earned dollars in your own pocket!



**“The people who  
make the decisions  
care about us -  
because they are us.”**

# Our Mission...



## MEMBER-FOCUSED

All our decision-making is done by our members with their needs in mind. This means that we provide the best value and most relevant healthcare solutions

## VALUE

We are forward thinking – anticipating changing employee needs within the context of a continually evolving healthcare market. Our structure allows us to evaluate and adopt innovative choices for the benefit of members, in a timely manner.

## TRUST

We govern our organization in a transparent and responsible way, exceeding regulatory requirements and ensuring we are financially secure and sustainable for the long term.

# Administration

Each member's rates reflect all aspects of The Pool's operating costs, including claims, administration, consultation, stop loss protection, and all State and Federal taxes/fees.

The Pool works with the following organizations for administration:

## Medical claims administration

- Blue Cross Blue Shield of Michigan
- Priority Health

Members choose the carrier that best meets their needs.

## Enrollment and billing

- PlanSource Administration of enrollment processes

PlanSource submits a monthly bill to each member and, after invoices are distributed, an ACH debit is taken out to fund claims and pay vendors.

# How we operate

## Governance

The Pool is a member-focused organization, and our members are at the heart of every decision we make. Our structure and governance reflects this focus.



### Members

As required by law, all new members commit to The Pool for a three year cycle upon joining.



### Board of Directors

Each member assigns a trustee to sit on The Pool's Board of Directors. The full board meets several times a year to discuss and vote on matters relating to The Pool, such as annual renewals, operations, and cost. The Pool is governed by a board-adopted trust agreement and by-laws.



### Executive Committee

The Board of Directors elects the Executive Committee. These officers serve The Pool by providing strategic direction and bringing recommendations back to the full board. The full Executive Committee is made up of the Chairperson, Vice Chairperson, Secretary, Treasurer, Immediate Past Chair and any standing committee chairs.

### Other Committees

The Pool establishes committees to focus on specific strategies. Members from the Board of Directors are selected by the committee chairs to serve in these groups.

### Currently, there are three committees:

- **Member Experience Committee:** Responsible for enhancing the customer experience and engaging members with timely and relevant communications.
- **Value Committee:** Responsible for analyzing data to identify the best programs to keep members healthy whilst controlling future healthcare costs.
- **Bridging Relationships and Adding Value through Engagement (B.R.A.V.E.) Committee:** Responsible for strengthening the sense of belonging and partnership of non K-12 members.

## Plan designs

The Pool provides self-funded medical and prescription drug coverage, establishing monthly single, two-person, and family rates for its members. The Pool also cooperatively purchases basic life, long-term disability, and vision insurance coverage.

The Pool offers a range of plan designs for members to choose from, utilizing either Blue Cross Blue Shield of Michigan or Priority Health. The plans have varying deductible, copays, and out-of-pocket structures. Many members meet employees' needs by offering several different plan choices.

## Underwriting

Each member's initial funding rate is based on their selected plan design, as well as geographic area, census data, and prior experience (if available).

At each renewal, risk is spread across the membership by determining the average adjustment necessary to meet The Pool's expected costs, including reserves. Once The Pool-wide renewal has been determined, the Board employs a modest adjustment for qualifying members to further spread risk appropriately based on the member's paid loss ratios.

## Financial arrangements

The Pool purchases stop loss insurance to protect itself from catastrophic claims.

By working as a large group, members are not responsible for individual claims as The Pool spreads that risk across all employees and insured lives.

The Pool maintains transparency by providing monthly claims reports, tracking overall plan and member performance. These reports are shared with the Board of Directors.



# Why The Pool?

**THE POOL**

Western Michigan Health Insurance



**#1 In Good Company**

**THE POOL**

Western Michigan Health Insurance



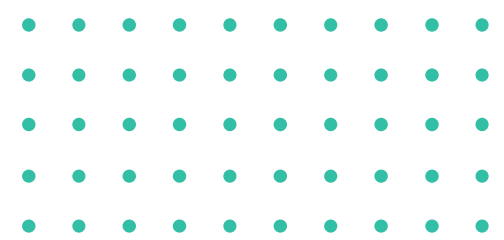


# #2 Strong Rate History

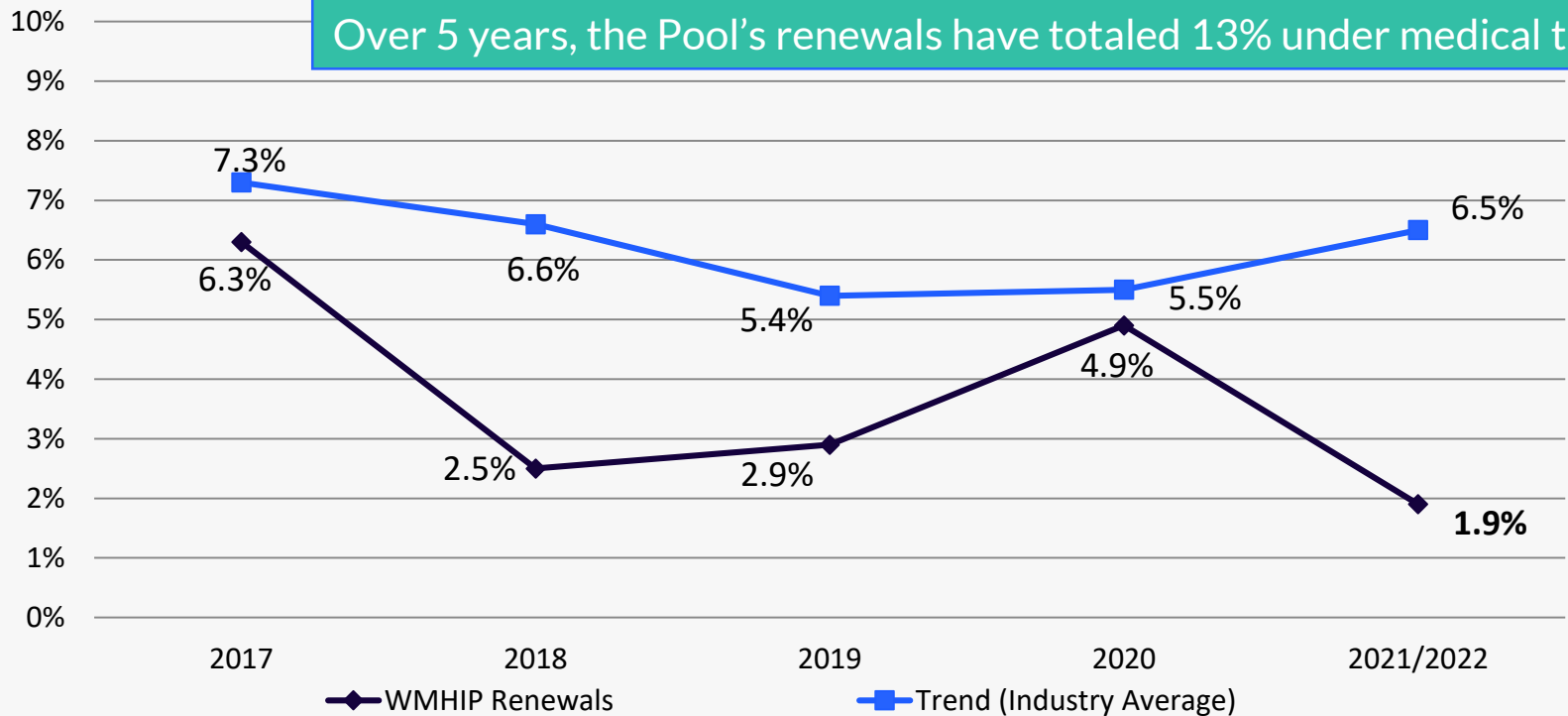


# WMHIP Renewal History

Outperforming Medical Trend



Over 5 years, the Pool's renewals have totaled 13% under medical trend





**#3 Financially Strong**

# Financial Statement Review

<b>Assets</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Cash and cash equivalents	\$27,519,736	\$13,374,891	\$20,878,255	\$12,607,717	\$14,553,043
Other assets	\$36,295,913	\$29,269,255	\$25,801,318	\$27,953,975	\$15,047,281
<b>Total assets</b>	<b>\$63,815,649</b>	<b>\$42,644,146</b>	<b>\$46,679,573</b>	<b>\$40,561,692</b>	<b>\$29,600,324</b>
<b>Liabilities</b>					
Reserve for claims	\$8,071,000	\$8,006,000	\$7,937,000	\$7,817,000	\$6,719,000
Other liabilities	\$17,044,593	\$3,492,111	\$15,660,707	\$13,004,185	\$11,317,731
<b>Total liabilities</b>	<b>\$25,115,593</b>	<b>\$11,498,111</b>	<b>\$23,597,707</b>	<b>\$20,821,185</b>	<b>\$18,036,731</b>
<b>Net Position - Unrestricted</b>	<b>\$38,700,056</b>	<b>\$31,146,035</b>	<b>\$23,081,866</b>	<b>\$19,740,507</b>	<b>\$11,563,593</b>
<b>Net position/total claims</b>	<b>25.64%</b>	<b>22.43%</b>	<b>17.77%</b>	<b>18.37%</b>	<b>13.77%</b>

## Reserve for Claims

This is extremely important as it illustrates that after setting aside money to pay IBNR, the Pool still has positive net assets



# #4 More Than Medical

# Employee value adds

## Diabetes and Chronic Condition Management Programs

- Omada
- Livongo
- **Virta\***
- **2<sup>nd</sup> MD\***

## Wellness tools

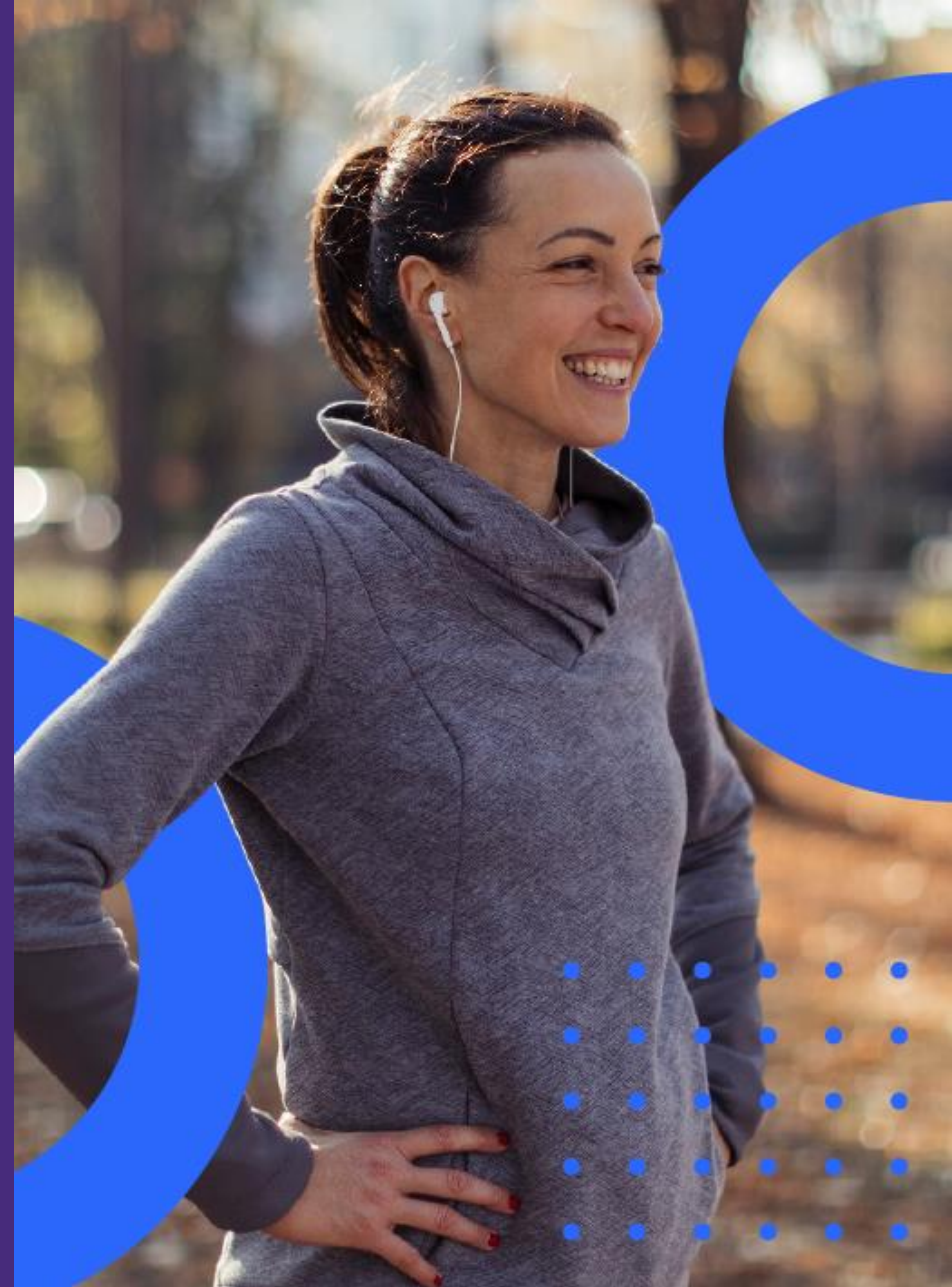
- Virtual care
- Nurse line
- Cost transparency tools
- Mental health support

## Coverage Options

- **Voluntary benefits cooperative\***

## Included on all plans

- Hearing aid coverage



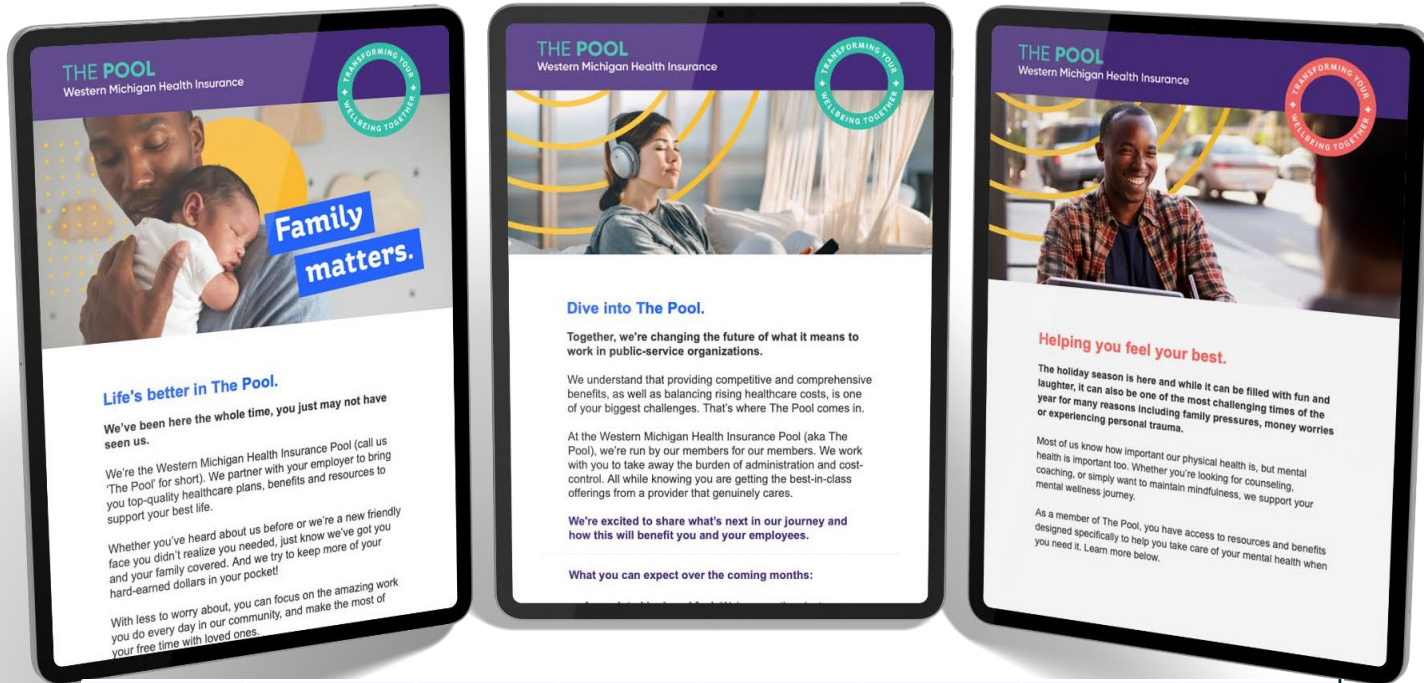
# Employer value adds

- Self-service tools
- Support and education for employees
- Personalized data and analytics dashboards
- Additional coverage
  - Life and Disability cooperative\*





# Personalized Communications



How it works – premiums, co-pays, deductibles and networks	Mental health – in-network services & spotlight behavioural health support	Where to get care - benefits of virtual care and spotlight e.g. 2ndMD	RX – generic vs brand, filling options and services	Weight manage. – support and services. Reminder of Virta Diabetes.	Healthcare plans – choices and picking a plan	Healthcare plans – how spending accounts work	Mental health support for the holidays
--	--	---	---	--	---	---	--



# #5 Transparency



# Rate Protection

1.

Rate adjustments are softened by the Pool average, protecting members from large swings in rates from year to year

2.

Large claims are removed from your experience. Claims over \$25k-\$150k (depending on group side) are absorbed by The Pool

3.

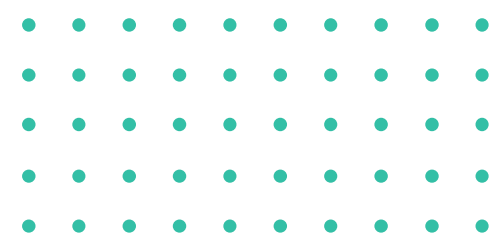
Rate adjustments are no more than 3.75% different than the average.

For example, if the average renewal was a 5% increase, group renewals would range from 1.25% to 8.75%

# Rate Protection Impact on Pool Members 2022

Number of Members	WMHIP Renewal	Protection Increments	Member Renewal
4 Members	1.90%	-3.75%	-1.85%
3 Members	1.90%	-3.00%	-1.10%
9 Members	1.90%	-2.25%	-0.35%
5 Members	1.90%	-1.50%	0.40%
6 Members	1.90%	-0.75%	1.15%
68 Members	1.90%	0.00%	1.90%
3 Members	1.90%	0.75%	2.65%
5 Members	1.90%	1.50%	3.40%
2 Members	1.90%	2.25%	4.15%
2 Members	1.90%	3.00%	4.90%
4 Members	1.90%	3.75%	5.65%
Pool Wide Average Increase			1.90%
<ul style="list-style-type: none"> <li>• 95 Members increase at or below 1.90%</li> <li>• 16 members increase above 1.90%</li> </ul>			

# Plan Options



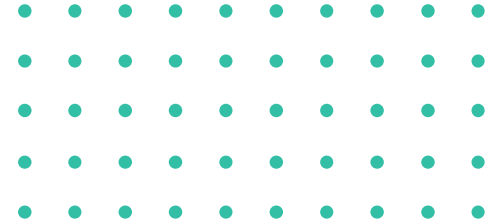
City of Hillsdale				
Medical Renewal - 1/1/2023				
Period	Current		Alternative	
Effective Date	1/1/2022		1/1/2023	
Plan(s)	Priority Health POS HDHP		WMHIP BCBS SB HSA	
Plan Basics	In Network	Out of Network	In Network	Out of Network
Individual Deductible	\$1,400	\$2,800	\$1,500	\$2,800
Family Deductible	\$2,800	\$5,600	\$3,000	\$5,600
Coinsurance	80%	60%	80%	60%
Individual Out of Pocket Maximum	\$2,300	\$4,600	\$2,300	\$4,600
Family Out of Pocket Maximum	\$4,600	\$9,200	\$4,600	\$9,200
<b>Other Plan Details</b>				
Preventive Care	Covered 100%		Not covered	
PCP Office Visit	80% after ded		60% after ded	
Specialist Visit	80% after ded		60% after ded	
Urgetn Care Visit	80% after ded		60% after ded	
Emergency Care (waived if admitted)	80% after ded		80% after ded	
Hospital Services	80% after ded		60% after ded	
<b>Prescription Drugs</b>				
Generic	\$10		\$20	
Preferred Brand	\$40		\$40	
Non-Preferred Brand	\$80		\$80	
Mail Order Precriptions (90 Days)	2x		2x	
<b>Monthly Base Rate**</b>				
Employee	\$488.24		\$535.99	
EE+ 1	\$1,171.78		\$1,205.97	
Family	\$1,464.72		\$1,500.76	
<b>Monthly Employee Payment Using PA 152 Caps</b>				
	2022 Caps		2023 Caps	
	(\$120.47)		(\$80.63)	
	(\$101.22)		(\$83.58)	
	(\$195.40)		(\$180.94)	
<b>Enrollment</b>				
Employee	16		16	
EE+ 1	14		14	
Family	28		28	
<b>Total</b>				
Estimated Monthly	\$65,229		\$67,481	
Estimated Yearly	\$782,747.04		\$809,768.40	
Estimated Yearly Change \$	-		\$27,021	
Estimated Yearly Change %	-		3.45%	

**Notes:**

Enrollments are taken from census provided by the group

Monthly premium is based on August, 2022 invoice

\*\*Rates may vary pending review of the finalized medical renewal from group



## Ada Township - Quote Summary

2023 Solvency

Carrier	Line of Coverage	Response	Commissions/Supplemental Compensation
<b>Current:</b>			
Priority Health	Medical	Renewal	NA
<b>Alternatives:</b>			
WMHIP	Medical	Quote	\$18.45 PEPM
<small>RENEWAL-FINANCIAL NOTICE: This analysis is for illustrative purposes only, and is not a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that can affect future health care costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc. This analysis does not amend, extend, or alter the coverage provided by the actual insurance policies and contracts. Please see your policy or contact us for specific information or further details in this regard.</small>			
<small>COVERAGE NOTICE: This analysis is an outline of the coverage proposed by the carrier(s), based on information provided by your company. It does not include all of the terms, coverage, exclusions, limitations, and conditions of the actual contract language. The policies and contracts themselves must be read for those details. Policy forms for your reference will be made available upon request.</small>			
<small>FINANCIAL RATING NOTICE: While GBS does not guarantee the financial viability of any health insurance carrier or market, it is an area we recommend that clients closely scrutinize when selecting a health insurance carrier or HMO. There are a number of rating agencies that can be referred to including, A.M. Best, Fitch, Moody's, Standard &amp; Poor's, and Weiss Ratings (TheStreet.com). Generally, agencies that provide ratings of U.S. Health Insurers, including traditional insurance companies and other managed care (e.g., HMO) organizations, reflect their opinion based on a comprehensive quantitative and qualitative evaluation of a company's financial strength, operating performance and market profile. However, these ratings are not a warranty of any insurer's current or future ability to meet its contractual obligations.</small>			

Thank  
you



**THE POOL**

Western Michigan Health Insurance



City of Hillsdale Medical Renewal - 1/1/2023								
		166		005		096		
Period	Current		Alternative		Alternative		Alternative	
Effective Date	1/1/2022		1/1/2023		1/1/2023		1/1/2023	
Plan(s)	Priority Health POS HDHP		WMHIP BCBS SB HSA		Versatile 3 - SB		SB PPO Plan 7	
Plan Basics	In Network	Out of Network	In Network	Out of Network	In-Network	Out-Network	In-Network	Out-Network
Individual Deductible	\$1,500	\$3,000	\$1,500	\$2,800	\$250	\$500	\$1,000	\$2,000
Family Deductible	\$3,000	\$6,000	\$3,000	\$5,600	\$500	\$1,000	\$2,000	\$4,000
Coinsurance	80%	60%	80%	60%	90%	70%	80%	60%
Individual Coinsurance Maximum			N/A	N/A	\$1,000	N/A	\$2,500	N/A
Family Coinsurance Maximum			N/A	N/A	\$2,000	N/A	\$5,000	N/A
Individual Out of Pocket Maximum	\$2,250	\$4,500	\$3,500	\$7,000	\$2,500	\$2,500	\$4,500	\$4,500
Family Out of Pocket Maximum	\$4,500	\$9,000	\$7,000	\$14,000	\$5,000	\$5,000	\$9,000	\$9,000
Other Plan Details								
Preventive Care	Covered 100%	Not covered	Covered 100%	Not covered	Covered 100%	Not Covered	Covered 100%	Not Covered
PCP Office Visit	80% after ded	60% after ded	80% after ded	60% after ded	\$20 copay	70% after ded	\$30 copay	60% after ded
Specialist Visit	80% after ded	60% after ded	80% after ded	60% after ded	\$20 copay	70% after ded	\$50 copay	60% after ded
Urgetn Care Visit	80% after ded	60% after ded	80% after ded	60% after ded	\$20 copay	70% after ded	\$60 copay	60% after ded
Emergency Care (waived if admitted)	80% after ded		80% after ded		\$50 copay, 90% after ded		\$150 copay	
Hospital Services	80% after ded	60% after ded	80% after ded	60% after ded	90% after ded	70% after ded	90% after ded	70% after ded
Prescription Drugs								
Generic	\$10		\$20		\$10		\$20	
Preferred Brand	\$40		\$40		20% (\$40/\$80)		\$40	
Non-Preferred Brand	\$80		\$80		20% (\$60/\$100)		\$80	
Mail Order Precriptions (90 Days)	2x		2x		2x		2x	
Monthly Base Rate**								
Employee	\$488.24		\$552.07		\$628.26		\$579.12	
EE+ 1	\$1,171.78		\$1,242.15		\$1,413.56		\$1,303.02	
Family	\$1,464.72		\$1,545.78		\$1,759.10		\$1,621.52	
Monthly Employee Payment Using PA 152 Caps								
	2022 Caps		2023 Caps		2023 Caps		2023 Caps	
	(\$98.75)		(\$64.55)		\$11.64		(\$37.50)	
	(\$55.80)		(\$47.40)		\$124.01		\$13.47	
	(\$136.17)		(\$135.92)		\$77.40		(\$60.18)	
Enrollment								
Employee	16		16		16		16	
EE+ 1	14		14		14		14	
Family	28		28		28		28	
Total								
Estimated Monthly	\$65,229		\$69,505		\$79,097		\$72,911	
Estimated Yearly	\$782,747.04		\$834,060.72		\$949,161.60		\$874,929.70	
Estimated Yearly Change \$	-		\$51,314		\$166,415		\$92,183	
Estimated Yearly Change %	-		6.56%		21.26%		11.78%	

**Notes:**

Enrollments are taken from census provided by the group  
 Monthly premium is based on August, 2022 invoice  
 Rates are final based on City of Hillsdale Renewal

CITY OF HILLSDALE, MI  
RESOLUTION NO. \_\_\_\_\_

\_\_\_\_\_ OF

\_\_\_\_\_  
(the "Public Entity")

**RESOLUTION AUTHORIZING PUBLIC ENTITY MEMBERSHIP  
IN THE WEST MICHIGAN HEALTH INSURANCE POOL ("WMHIP") FOR A MINIMUM  
THREE-YEAR PERIOD**

**PREMISES**

A. The Western Michigan Health Insurance Pool ("WMHIP") is a Public Employer Pooled Plan ("PEPP") that provides pooled self-funded health insurance coverage, as authorized by the Public Employees Health Benefit Act, Act 106 of 2007.

B. WMHIP has received from the Michigan Department of Insurance and Financial Services ("DIFS") a certificate of registration authorizing establishment of the PEPP.

C. The Board has had opportunity to consider the obligations of the Public Entity to WMHIP and PEPP plans, and services available to the Public Entity by WMHIP, and has carefully reviewed the WMHIP Amended Trust Agreement and Bylaws.

D. The Board desires to authorize membership of the Public Entity in the WMHIP for a minimum period of three years.

NOW, THEREFORE, the Board of the Public Entity hereby resolves:

1. The Board approves the WMHIP Amended Trust Agreement and bylaws, and accepts WMHIP provision of Public Entity self-funded, pooled health insurance coverage under the PEPP plan.

2. The Superintendent, Manager, or CFO of the Public Entity or, with their approval, the person appointed by the Board as WMHIP Trustee or Alternate Trustee, is hereby authorized to execute all documents necessary for the Public Entity to become a Member in the WMHIP PEPP plan.

3. The Board hereby confirms its appointment of the following persons as Trustee and Alternate Trustee to serve as Trustee when the initial Trustee is not available or in attendance to carry out the Trustee's duties:

---

[Insert Trustee's Name]

---

[Insert Alternate Trustee's Name]

As required by law, neither the Trustee nor the Alternate Trustee is an owner, officer, or employee of any third-party administrator or any other third party providing services to WMHIP. The Trustee and Alternate Trustee shall serve until replaced by action of the Board. Once appointments are made known to the WMHIP, the persons appointed shall remain in office until the WMHIP receives evidence of appointment of other persons. Evidence of proper appointment of the Trustee and Alternate Trustee shall be a certified copy of the resolution passed by the Board, indicating the names of the designated Trustee and/or Alternate Trustee. Failure of the Public Entity to designate a Trustee, or the failure of that Trustee/Alternate Trustee to participate on the Board of Trustees, shall not affect the responsibilities or duties of the Public Entity under the Amended Trust Agreement.

4. The Public Entity shall continue participation in the WMHIP for a minimum of three full years under its PEPP plan.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same are hereby rescinded.



CITY OF HILLSDALE, MI  
RESOLUTION NO. \_\_\_\_\_

**CERTIFICATE**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of \_\_\_\_\_ of the \_\_\_\_\_ Public Entity, \_\_\_\_\_ County(ies), State of Michigan, at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 20\_\_\_\_, and that this meeting was conducted and public notice of this meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of this meeting were kept and will be or have been made available as required by this Act.

I further certify that the following Members were present at this meeting:

\_\_\_\_\_ and that the following Members were absent \_\_\_\_\_.

I further certify that the foregoing resolution was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.

I further certify that the following Members voted for adoption of the foregoing resolution: \_\_\_\_\_ and that the following Members voted against adoption of this resolution:

\_\_\_\_\_.

\_\_\_\_\_  
Secretary

## BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement ("**Agreement**") is entered into on November 16, 2022 (the "**Effective Date**"), by and between City of Hillsdale on behalf of the Group Health and Welfare Plans of City of Hillsdale ("**Covered Entity**") and Gallagher Benefit Services, Inc. ("**Business Associate**").

### RECITALS:

**WHEREAS**, Covered Entity and Business Associate mutually desire to outline their individual responsibilities with respect to the use and/or disclosure of Protected Health Information ("**PHI**") as mandated by the Privacy Rule promulgated under the Administrative Simplifications subtitle of the Health Insurance Portability and Accountability Act of 1996 ("**HIPAA**") including all pertinent regulations issued by the U.S. Department of Health and Human Services as outlined in 45 C.F.R. Parts 160, 162 and 164 ("**HIPAA Privacy Rules and/or Security Standards**"); and

**WHEREAS**, Covered Entity and Business Associate understand and agree that the HIPAA Privacy Rules and Security Standards requires the Covered Entity and Business Associate enter into a Business Associate Agreement which shall govern the use and/or disclosure of PHI and the security of PHI and ePHI.

**NOW, THEREFORE**, the parties hereto agree as follows:

**1. Definitions.** When used in this Agreement and capitalized, the following terms have the following meanings:

(a) "**Breach**" shall have the same meaning as the term "Breach" in 45 C.F.R. §164.402.

(b) "**Electronic Protected Health Information**" or "**ePHI**" shall mean Protected Health Information transmitted by electronic media or maintained in electronic media.

(c) "**Individual**" shall have the same meaning as the term "Individual" in 45 C.F.R. §160.103 and shall include a person who qualifies as a personal representative in accordance with 45 C.F.R. §164.502(g).

(d) "**Privacy Rule**" shall mean the Standards for Privacy of Individual Identifiable Health Information as set forth at 45 C.F.R. Parts 160 and 164 Subparts A and E.

(e) "**Protected Health Information**" or "**PHI**" shall have the same meaning as the term "protected health information" in 45 C.F.R. § 160.103, limited to the information created or received by Business Associate from or on behalf of Covered Entity.

(f) **"Required by Law"** shall have the same meaning as the term "required by law" in 45 C.F.R. § 164.103.

(g) **"Secretary"** shall mean the Secretary of the Department of Health and Human Services or his or her designee.

(h) **"Security Incident"** shall mean any attempted or successful unauthorized access, use, disclosure, modification or destruction of information or systems operations in an electronic information system.

(i) **"Security Rule"** shall mean the Standards for Security of PHI, including ePHI, as set forth at 45 C.F.R. Parts 160 and 164 Subparts A and C.

(j) **"Unsecured Protected Health Information"** shall mean protected health information that is not rendered unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified by the Secretary.

Terms used but not defined in this Agreement shall have the same meaning as those terms in the HIPAA regulations.

## **2. Obligations and Activities of Business Associate Regarding PHI.**

(a) Business Associate agrees to not use or further disclose PHI other than as permitted or required by this Agreement or as Required by Law.

(b) Business Associate agrees to use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by this Agreement.

(c) Business Associate agrees to ensure that any agents, including sub-contractors (excluding entities that are merely conduits), to whom it provides PHI agree to the same restrictions and conditions that apply to Business Associate with respect to such information.

(d) Business Associate agrees to provide access, at the request of Covered Entity, and in a reasonable time and manner designated by Covered Entity, to PHI in a Designated Record Set that is not also in Covered Entity's possession, to Covered Entity in order for Covered Entity to meet the requirements under 45 C.F.R. § 164.524.

(e) Business Associate agrees to make any amendment to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 C.F.R. § 164.526 in a reasonable time and manner designated by Covered Entity.

(f) Business Associate agrees to make internal practices books and records relating to the use and disclosure of PHI available to the Secretary, in a reasonable time and manner as designated by the Covered Entity or Secretary, for purposes of the Secretary determining Covered Entity's compliance with the Privacy Rule. Business Associate shall immediately notify Covered Entity upon receipt or notice of any request

by the Secretary to conduct an investigation with respect to PHI received from the Covered Entity.

(g) Business Associate agrees to document any disclosures of PHI that are not excepted under 45 C.F.R. § 164.528(a)(1) as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.

(h) Business Associate agrees to provide to Covered Entity or an Individual, in a time and manner designated by Covered Entity, information collected in accordance with paragraph (g) above, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.

(i) Business Associate agrees to use or disclose PHI pursuant to the request of Covered Entity; provided, however, that Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.

**3. Permitted Uses and Disclosures of PHI by Business Associate.**

(a) Business Associate may use or disclose PHI to perform functions, activities or services for, or on behalf of, Covered Entity provided that such use or disclosure would not violate the Privacy Rule if done by Covered Entity.

(b) Business Associate may use PHI for the proper management and administration of Business Associate and to carry out the legal responsibilities of Business Associate.

(c) Business Associate may disclose PHI for the proper management and administration of Business Associate and to carry out the legal responsibilities of Business Associate if:

(i) such disclosure is Required by Law, or

(ii) Business Associate obtains reasonable assurances from the person to whom the information is disclosed that such information will remain confidential and used or further disclosed only as Required by Law or for the purposes for which it was disclosed to the person, and the person agrees to notify Business Associate of any instances of which it is aware that the confidentiality of the information has been breached.

(d) Business Associate shall limit the PHI to the extent practicable, to the limited data set or if needed by the Business Associate, to the minimum necessary to accomplish the intended purpose of such use, disclosure or request subject to exceptions set forth in the Privacy Rule.

(e) Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).

**4. Obligations of Covered Entity Regarding PHI.**

(a) Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with 45 C.F.R. § 164.520, as well as any changes to such notice.

(b) Covered Entity shall provide Business Associate with any changes in, or revocation of, authorization by an Individual to use or disclose PHI, if such changes affect Business Associate's permitted or required uses and disclosures.

(c) Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, if such restrictions affect Business Associate's permitted or required uses and disclosures.

(d) Covered Entity shall require all of its employees, agents and representatives to be appropriately informed of its legal obligations pursuant to this Agreement and the Privacy Rule and Security Standards required by HIPAA and will reasonably cooperate with Business Associate in the performance of the mutual obligations under this Agreement.

**5. Security of Protected Health Information.**

(a) Business Associate has implemented policies and procedures to ensure that its receipt, maintenance, or transmission of all PHI, either electronic or otherwise, on behalf of Covered Entity complies with the applicable administrative, physical, and technical safeguards required protecting the confidentiality, availability and integrity of PHI as required by the HIPAA Privacy Rules and Security Standards.

(b) Business Associate agrees that it will ensure that agents or subcontractors agree to implement the applicable administrative, physical, and technical safeguards required to protect the confidentiality, availability and integrity of PHI as required by HIPAA Privacy Rules and Security Standards.

(c) Business Associate agrees to report to Covered Entity any Security Incident (as defined 45 C.F.R. Part 164.304) of which it becomes aware. Business Associate agrees to report the Security Incident to the Covered Entity as soon as reasonably practicable, but not later than 10 business days from the date the Business Associate becomes aware of the incident.

(d) Business Associate agrees to establish procedures to mitigate, to the extent possible, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of this Agreement.

(e) Business Associate agrees to immediately notify Covered Entity upon discovery of any Breach of Unsecured Protected Health Information (as defined in 45 C.F.R. §§ 164.402 and 164.410) and provide to Covered Entity, to the extent available to Business Associate, all information required to permit Covered Entity to comply with the requirements of 45 C.F.R. Part 164 Subpart D.

(f) Covered Entity agrees and understands that the Covered Entity is independently responsible for the security of all PHI in its possession (electronic or otherwise), including all PHI that it receives from outside sources including the Business Associate.

## **6. Term and Termination.**

(a) **Term.** This Agreement shall be effective as of the Effective Date and shall remain in effect until the Business Associate relationship with the Covered Entity is terminated and all PHI is returned, destroyed or is otherwise protected as set forth in Section 6(d).

(b) **Termination for Cause by Covered Entity.** Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall provide an opportunity for Business Associate to cure the breach. If Business Associate does not cure the breach within 30 days from the date that Covered Entity provides notice of such breach to Business Associate, Covered Entity shall have the right to immediately terminate this Agreement and the underlying services agreement between Covered Entity and Business Associate.

(c) **Termination by Business Associate.** This Agreement may be terminated by Business Associate upon 30 days prior written notice to Covered Entity in the event that Business Associate, acting in good faith, believes that the requirements of any law, legislation, consent decree, judicial action, governmental regulation or agency opinion, enacted, issued, or otherwise effective after the date of this Agreement and applicable to PHI or to this Agreement, cannot be met by Business Associate in a commercially reasonable manner and without significant additional expense.

(d) **Effect of Termination.** Upon termination of this Agreement for any reason, at the request of Covered Entity, Business Associate shall return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. Business Associate shall not retain any copies of the PHI unless return or destruction is deemed infeasible. If the return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI. For purposes of illustration only and not to limit the set of circumstances that could potentially make return or destruction infeasible, it would be infeasible for Business Associate to return or destroy certain PHI that is part of work product that must be

retained for document retention/archival purposes, as well as PHI that is stored as a result of backup e-mail systems that store e-mails for emergency backup purposes.

**7. Amendment.**

The parties may agree to amend this Agreement from time to time in any other respect that they deem appropriate. This Agreement shall not be amended except by written instrument executed by the parties.

**8. Indemnification.**

Business Associate shall indemnify and hold harmless Covered Entity from and against any and all costs, expenses, claims, demands, causes of action, damages, attorneys' fees and judgments that arise out of or that may be imposed upon, incurred by, or brought against Covered Entity to the extent directly resulting from a breach of this Agreement or any violation of the Privacy Rule or other applicable HIPAA regulations by Business Associate. The indemnification obligations provided for in this Section will commence on the effective date of this Agreement and will survive its termination.

Covered Entity shall indemnify and hold harmless Business Associate from and against any and all costs, expenses, claims, demands, causes of action, damages, attorneys' fees and judgments that arise out of or are imposed upon, incurred by, or brought against Business Associate to the extent directly resulting from a breach of this Agreement or any violation of the Privacy Rule or other applicable HIPAA regulations by Covered Entity. The indemnification obligations provided for in this Section will commence on the effective date of this Agreement and will survive its termination.

**9. Severability.**

The parties intend this Agreement to be enforced as written. However, (i) if any portion or provision of this Agreement is to any extent declared illegal or unenforceable by a duly authorized court having jurisdiction, then the remainder of this Agreement, or the application of such portion or provision in circumstances other than those as to which it is so declared illegal or unenforceable, will not be affected thereby, and each portion and provision of this Agreement will be valid and enforceable to the fullest extent permitted by law; and (ii) if any provision, or part thereof, is held to be unenforceable because of the duration of such provision, the Covered Entity and the Business Associate agree that the court making such determination will have the power to modify such provision, and such modified provision will then be enforceable to the fullest extent permitted by law.

**10. Notices.**

All notices, requests, consents and other communications hereunder will be in writing, will be addressed to the receiving party's address set forth below or to such other address as a party may designate by notice hereunder, and will be either (i) delivered by hand, (ii) made



facsimile transmission, (iii) sent by overnight courier, or (iv) sent by registered mail or certified mail, return receipt requested, postage prepaid.

If to the Covered Entity:

City of Hillsdale  
Attn: Laura Sergent  
97 N Broad St  
Hillsdale MI 49242

If to the Business Associate:

Gallagher Benefit Services, Inc.  
Mike Hagerty  
300 Ottawa NW, Suite 301  
Grand Rapids, MI 49503

**11. Regulatory References.**

A reference in this Agreement to a section in the Privacy Rule means the referenced section or its successor, and for which compliance is required.

**12. Headings and Captions.**

The headings and captions of the various subdivisions of the Agreement are for convenience of reference only and will in no way modify or affect the meaning or construction of any of the terms or provisions hereof.

**13. Entire Agreement.**

This Agreement sets forth the entire understanding of the parties with respect to the subject matter set forth herein and supersedes all prior agreements, arrangements and communications, whether oral or written, pertaining to the subject matter hereof.

**14. Binding Effect.**

The provisions of this Agreement shall be binding upon and shall inure to the benefit of both Parties and their respective successors and assigns.

**15. No Waiver of Rights, Powers and Remedies.**

No failure or delay by a party hereto in exercising any right, power or remedy under this Agreement, and no course of dealing between the parties hereto, will operate as a waiver of any such right, power or remedy of the party. No single or partial exercise of any right, power or

remedy under this Agreement by a party hereto, nor any abandonment or discontinuance of steps to enforce any such right, power or remedy, will preclude such party from any other or further exercise thereof or the exercise of any other right, power or remedy hereunder. The election of any remedy by a party hereto will not constitute a waiver of the right of such party to pursue other available remedies. No notice to or demand on a party not expressly required under this Agreement will entitle the party receiving such notice or demand to any other or further notice or demand in similar or other circumstances or constitute a waiver of the right of the party giving such notice or demand to any other or further action in any circumstances without such notice or demand. The terms and provisions of this Agreement may be waived, or consent for the departure therefrom granted, only by written document executed by the party entitled to the benefits of such terms or provisions. No such waiver or consent will be deemed to be or will constitute a waiver or consent with respect to any other terms or provisions of this Agreement, whether or not similar. Each such waiver or consent will be effective only in the specific instance and for the purpose for which it was given, and will not constitute a continuing waiver or consent.

**16. Governing Law.**

This Agreement will be governed by and construed in accordance with the laws of the State of Illinois.

**17. Interpretation.**

It is the Parties' intent to comply strictly with all applicable laws, including without limitation, HIPAA, state statutes, or regulations (collectively, the "Regulatory Laws"), in connection with this Agreement. In the event there shall be a change in the Regulatory Laws, or in the reasoned interpretation of any of the Regulatory Laws or the adoption of new federal or state legislation, any of which are reasonably likely to materially and adversely affect the manner in which either Party may perform or be compensated under this Agreement or which shall make this Agreement unlawful, the Parties shall immediately enter into good faith negotiations regarding a new arrangement or basis for compensation pursuant to this Agreement that complies with the law, regulation or policy and that approximates as closely as possible the economic position of the Parties prior to the change. In addition, the Parties hereto have negotiated and prepared the terms of this Agreement in good faith with the intent that each and every one of the terms, covenants and conditions herein be binding upon and inure to the benefit of the respective Parties. To the extent this Agreement is in violation of applicable law, then the Parties agree to negotiate in good faith to amend this Agreement, to the extent possible consistent with its purposes, to conform to law.

**IN WITNESS WHEREOF**, the parties have executed this Business Associate Agreement as of the Effective Date.

**BUSINESS ASSOCIATE:**

**GALLAGHER BENEFIT SERVICES, INC.**

By: \_\_\_\_\_

Name: Michael Hagerty

Title: Senior Area Vice President

**COVERED ENTITY:**

By: \_\_\_\_\_

Name: Laura Sergent

Title: Human Resources Director

# City of Hillsdale

## Agenda Item Summary

**Meeting Date:** November 21, 2022

**Agenda Item:** **New Business**

**Subject:** Traffic Control Order for marked Pedestrian Crossing

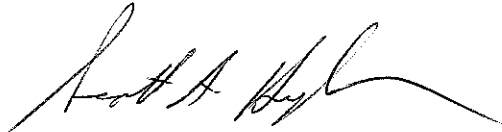
**Background:**

In conjunction with the road construction project on Lynwood Street, a marked and signed pedestrian crosswalk connects parking lots on the north and south side of Lynwood Street east of Walnut Street. There shall be "NO PARKING" twenty five (25) feet on each side of the crosswalk on the north side of Lynwood Street. See attached TCO 2022-54.

**Recommendation:**

Approval of this TCO is recommended as this is a safety measure for pedestrians.

Scott A. Hephner



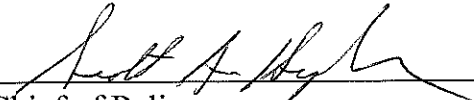
Chief of Police / Fire Chief

**TRAFFIC CONTROL ORDER**  
**2022-54**

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships, and Villages this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan Department of Transportation.

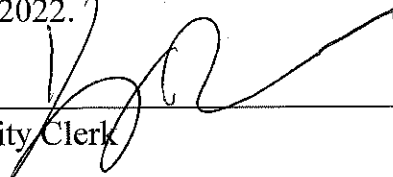
There shall be **no parking** on the **north side** of **Lynwood St. twenty five (25) feet on each side** of the **marked and signed Pedestrian Crosswalk** that **connects parking lots** on the **north and south side** of **Lynwood St. east of Walnut St.**

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.

  
\_\_\_\_\_  
Chief of Police

11/15/22  
Date

Received for filing in the office of the City Clerk at 10:00 a.m. on the 15 day of November, 2022.

  
\_\_\_\_\_  
City Clerk

11/15/22  
Date

**RESOLUTION #** \_\_\_\_\_

IT IS HEREBY RESOLVED that effective immediately the above Traffic Control Order is made permanent.

Passed in open Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Attest:

\_\_\_\_\_  
Adam L. Stockford, Mayor

\_\_\_\_\_  
Katy B. Price, City Clerk

# STANDING COUNCIL COMMITTEES

## FINANCE – Gary Wolfram, Will Morrissey, Bruce Sharp

Administrative Services  
City Clerk

Assessing  
Elections

Finance

Treasurer

## PUBLIC SAFETY- Greg Stuchell, Rob Socha, Josh Paladino

Police

Fire

Building Inspection

Code Enforcement

## COMMUNITY DEVELOPMENT- Cindy Pratt, Tony Vear, Gary Wolfram

TIFA  
Parks

Recreation  
Field of Dreams

Library

Economic Development  
Capital Improvement Project

## PUBLIC SERVICES- Tony Vear, Rob Socha, Josh Paladino

Public Service/Forestry  
Local Streets  
RMEF

Building and Grounds  
Dial-a-Ride  
BPU

Major Streets  
Refuse Collection  
Airport

Parking Lots  
Cemeteries

## OPERATIONS & GOVERNANCE- Will Morrissey, Bruce Sharp, Greg Stuchell

City Council

City Manager