



# City Council Agenda

January 6, 2025  
7:00 p.m.

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

---

- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
  - A. Approval of Bills
    - 1. City and BPU Claims of December 12, 2024: \$1,292,947.49
    - 2. Payroll of December 19, 2024: \$205,680.93
  - B. City Council Minutes of December 16, 2024
  - C. Finance Minutes of December 16, 2024
  - D. Operations & Governance Minutes of December 12, 2024
  - E. Board of Review December 2024 Minutes
  - F. Airport Land Lease
- VI. Communications/Petitions**
  - A. Natural Christmas Tree Collection
  - B. Help Shape Your City- Road Diet Flyer
  - C. Press Release: Hillsdale Hospital Community Needs Assessment
  - D. Comcast Programming Letter
  - E. Hillsdale County Commissioner Update – Doug Ingles
- VII. Introduction and Adoption of Ordinances/Public Hearing**
- VIII. Old Business**
- IX. New Business**
  - A. Mayoral Vacancy Election
  - B. Proposed 2025 Special Assessment District Construction Plans
  - C. Airport Hangar Repairs
- X. Miscellaneous Reports**
  - A. Proclamation – None
  - B. Reappointment- Airport Advisory Committee – David Hambleton
  - C. Other- None
- XI. General Public Comment**
- XII. City Manager’s Report**

**XIII. Council Comment**

**XIV. Adjournment**

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-123.000	MPSI TRAINING LEWIS DINGESS 25 P	APWA MICHIGAN CHAPTER - M	MPSI FALL TRAINING FOR LEWIS DINGESS 2C	825.00	109829
101-000.000-231.105	DUE TO MMERS-RETIREMENT CONT.	MERS	RETIREMENT CONTRIBUTIONS - 300101	16,278.26	1028
Total For Dept 000.000				17,103.26	
Dept 101.000 CITY COUNCIL					
101-101.000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, I	GAVEL AND BLOCK	11.99	109826
101-101.000-726.000	NAME PLATE - MAYOR PRPTM PALADI	CURRENT OFFICE SOLUTIONS	NAME PLATE- MAYOR PRO TEM PALADINO	23.99	109836
Total For Dept 101.000 CITY COUNCIL				35.98	
Dept 172.000 CITY MANAGER					
101-172.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,422.34	1028
Total For Dept 172.000 CITY MANAGER				1,422.34	
Dept 175.000 ADMINISTRATIVE SERVICES					
101-175.000-802.000	MONITOR MOUNT AND MITEL HANDSETS	AMAZON CAPITAL SERVICES, I	MONITOR MOUNT AND MITEL HANDSETS	106.99	109826
101-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (NOV)	156.10	109884
101-175.000-802.000	SONIT NET ADMIN NOV 24	SONIT SYSTEMS, LLC	SONIT NET ADMIN NOV 24	819.37	109884
101-175.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON, PC	LEGAL FEES	1,395.00	109860
Total For Dept 175.000 ADMINISTRATIVE SERVICES				2,477.46	
Dept 215.000 CITY CLERK DEPARTMENT					
101-215.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,186.71	1028
101-215.000-801.000	PAPER SHREDDING SERVICE	ACCUSHRED, LLC	PAPER SHREDDING SERVICE	70.95	109824
101-215.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	258.27	109836
Total For Dept 215.000 CITY CLERK DEPARTMENT				1,515.93	
Dept 253.000 CITY TREASURER					
101-253.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	171.00	1028
101-253.000-801.000	PRINT TAX BILLS - WINTER 2024	KCI	PRINT TAX BILLS - WINTER 2024	2,301.71	109855
Total For Dept 253.000 CITY TREASURER				2,472.71	
Dept 257.000 ASSESSING DEPARTMENT					
101-257.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,713.51	1028
101-257.000-726.000	SCRUB SPONGE, TOWELS	WALMART COMMUNITY	CREDIT CARD CHARGES - NOV 2024	17.14	109898
101-257.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	57.89	109836
101-257.000-810.000	DUES & SUBSCRIPTIONS	MICH ASSESSORS ASSOC	2025 MEMBERSHIP DUES	190.00	109865
101-257.000-810.000	DUES & SUBSCRIPTIONS	MID MICH ASSOC OF ASSESSIN	2025 MEMBERSHIP DUES	50.00	109867
101-257.000-850.000	MONTHLY VERIZON BILL - DEC 24	VERIZON WIRELESS	MONTHLY VERIZON BILL - DEC 24	40.01	109897
101-257.000-860.000	FUEL FOR ASSES - NOV	WATKINS TRANSPORT INC	FUEL FOR DPS + ENG - NOV	33.19	109900
101-257.000-956.000	TRAINING & SEMINARS	MID MICH ASSOC OF ASSESSIN	CON ED 1/8/2025 KIM & OLIVIA	80.00	109867
Total For Dept 257.000 ASSESSING DEPARTMENT				2,181.74	
Dept 265.000 BUILDING AND GROUNDS					
101-265.000-726.000	WATER - CITY HALL	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	11.90	109847
101-265.000-801.000	MATS FOR CITY HALL	CINTAS CORPORATION	MATS FOR CITY HALL	29.67	109834
101-265.000-801.000	MATS FOR CITY HALL	CINTAS CORPORATION	MATS FOR CITY HALL	29.67	109834
101-265.000-801.000	CITY HALL CLEANING - NOV 2024	EAST 2 WEST ENTERPRISES, I	CITY HALL CLEANING - NOV 2024	675.00	109840
101-265.000-801.000	MOP & BUFF DISPATCH OFFICE - NOV	EAST 2 WEST ENTERPRISES, I	MOP & BUFF DISPATCH OFFICE - NOV 2024	40.00	109840
101-265.000-850.000	TELEPHONE - CITY HALL	ACD.NET	TELEPHONE - CITY HALL	57.75	109825
101-265.000-850.000	OOMA FAXING EQUIP DEC 24	OOMA, INC.	OOMA FAXING EQUIP DEC 24	129.36	109872
Total For Dept 265.000 BUILDING AND GROUNDS				973.35	
Dept 301.000 POLICE DEPARTMENT					

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 POLICE DEPARTMENT					
101-301.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	27,650.69	1028
101-301.000-726.000	KEYS FOR PD	GELZER HJ & SON INC	KEYS FOR PD	19.74	109844
101-301.000-726.000	JUNIOR POLICE BADGES	OMG NATIONAL	JUNIOR POLICE BADGES	235.00	109870
101-301.000-726.000	KLEENEX, TRASH BAGS, CLOROX WIPES	WALMART COMMUNITY	CREDIT CARD CHARGES - NOV 2024	109.97	109898
101-301.000-740.301	FUEL FOR NOVEMBER 2024	WATKINS TRANSPORT INC	FUEL FOR NOVEMBER 2024	2,070.07	109900
101-301.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	30.46	109836
101-301.000-801.000	SOFTWARE PLATFORM - PSA MONTHLY	GUARDIAN ALLIANCE TECHNOLOG	SOFTWARE PLATFORM - PSA MONTHLY	65.00	109846
101-301.000-801.000	STATEWIDE RECORDS MANAGEMENT 10/1/24-9/	MICH STATE POLICE	STATEWIDE RECORDS MANAGEMENT 10/1/24-9/	2,900.00	109866
101-301.000-801.000	TOKEN FEE 10/1/24-12/31/24	MICH STATE POLICE	TOKEN FEE 10/1/24-12/31/24	99.00	109866
101-301.000-801.000	TRU LOOK UP PERSON SEARCH	TRANSUNION RISK AND ALTERN	TRU LOOK UP PERSON SEARCH	75.00	109890
101-301.000-801.000	POLICE UNITS	VERIZON WIRELESS	INTERENT FOR POLICE UNITS AND FIRE TRUC	253.44	109897
101-301.000-930.000	OIL CHANGE AND TIRE ROTATION FOR	FRANK BECK CHEVROLET CO.	OIL CHANGE AND TIRE ROTATION FOR UNIT 2	82.96	109843
101-301.000-930.000	4 TIRES FOR UNIT 2-9	NORM'S TIRE & SERVICE	4 TIRES FOR UNIT 2-9	1,575.96	109869
101-301.000-956.005	REID TECHNIQUE TRAINING FOR OFF. JOHN E. REID AND ASSOCIATE	REID TECHNIQUE TRAINING FOR OFF. GIBSON	REID TECHNIQUE TRAINING FOR OFF. GIBSON	1,160.00	109852
101-301.000-956.005	REID TECHNIQUE TRAINING FOR OFF. JOHN E. REID AND ASSOCIATE	REID TECHNIQUE TRAINING FOR OFF. ZIMMEF	REID TECHNIQUE TRAINING FOR OFF. ZIMMEF	580.00	109852
Total For Dept 301.000 POLICE DEPARTMENT				36,907.29	
Dept 336.000 FIRE DEPARTMENT					
101-336.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	7,828.68	1028
101-336.000-726.000	10 PACK UFO LED HIGH BAY LIGHT B	AMAZON CAPITAL SERVICES, I	10 PACK UFO LED HIGH BAY LIGHT BULBS	518.00	109826
101-336.000-726.000	RV 50 BLEND ANTIFREEZE	PERFORMANCE AUTOMOTIVE	RV 50 BLEND ANTIFREEZE	12.58	109874
101-336.000-726.000	4 PAGER BATERRIES	ROE-COMM., INC.	4 PAGER BATERRIES	451.00	109881
101-336.000-740.000	FUEL FOR NOVEMBER 2024	WATKINS TRANSPORT INC	FUEL FOR NOVEMBER 2024	378.56	109900
101-336.000-801.000	PUMP/LADDER TEST 332, 333, 342	RILEY'S APPARTATUS SERVICE	PUMP/LADDER TEST 332, 333, 342	1,505.25	109879
101-336.000-801.000	ENGINE 332 OIL CHANGE, AIR FILTE	RILEY'S APPARTATUS SERVICE	ENGINE 332 OIL CHANGE, AIR FILTER, TRAN	1,962.11	109879
101-336.000-801.000	ENGINE 333 PREVENTITIVE MAINTENA	RILEY'S APPARTATUS SERVICE	ENGINE 333 PREVENTITIVE MAINTENANCE	803.19	109879
101-336.000-801.000	ENGINE 342 PREVENTATIVE MAINTENA	RILEY'S APPARTATUS SERVICE	ENGINE 342 PREVENTATIVE MAINTENANCE	805.00	109879
101-336.000-801.000	FIRE TRUCK	VERIZON WIRELESS	INTERENT FOR POLICE UNITS AND FIRE TRUC	20.02	109897
101-336.000-810.000	MEMBERSHIP RENEWAL	NFPA	MEMBERSHIP RENEWAL	225.00	109868
101-336.000-930.000	ENG 333 ELECTRICAL REPAIR, AIR L	RILEY'S APPARTATUS SERVICE	ENG 333 ELECTRICAL REPAIR, AIR LEAK, AI	2,006.26	109879
101-336.000-956.000	EMS CONTINUING ED MED SCENARIOS,	BRAD VANDERLOOVEN	EMS CONTINUING ED MED SCENARIOS, TRAUMF	300.00	109831
Total For Dept 336.000 FIRE DEPARTMENT				16,815.65	
Dept 441.000 PUBLIC SERVICES DEPARTMENT					
101-441.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	2,306.03	1028
101-441.000-726.000	WIRE AND LED RETOFIT KIT FOR DPS	AMERICAN COPPER AND BRASS,	WIRE AND LED RETOFIT KIT FOR DPS	326.45	109827
101-441.000-726.000	WATER - 149 WATERWORKS	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE	11.90	109847
101-441.000-801.000	MATS FOR DPS	CINTAS CORPORATION	MATS AND RAGS FOR DPS	35.99	109834
101-441.000-801.000	MATS FOR DPS	CINTAS CORPORATION	MATS AND SHOP RAGS FOR DPS	35.99	109834
101-441.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	159.21	109836
101-441.000-850.000	MONTHLY VERIZON BILL - DEC 24	VERIZON WIRELESS	MONTHLY VERIZON BILL - DEC 24	45.90	109897
Total For Dept 441.000 PUBLIC SERVICES DEPARTMENT				2,921.47	
Dept 447.000 ENGINEERING SERVICES					
101-447.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	57.88	109836
101-447.000-801.000	FUEL FOR ENG - NOV	WATKINS TRANSPORT INC	FUEL FOR DPS + ENG - NOV	27.67	109900
Total For Dept 447.000 ENGINEERING SERVICES				85.55	
Dept 567.000 CEMETERIES					
101-567.000-801.000	PORTA JOHN RENTALS FOR NOVEMBER	LAPEW SANITATION - THOMAS	PORTA JOHN RENTALS FOR NOVEMBER	110.00	109857
Total For Dept 567.000 CEMETERIES				110.00	
Dept 595.000 AIRPORT					

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
 EXP CHECK RUN DATES 12/12/2024 - 12/12/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 595.000 AIRPORT					
101-595.000-726.000	SUPPLIES	GELZER HJ & SON INC	MAINT REPAIRS/SUPPLIES	30.98	109844
101-595.000-850.000	TELEPHONE - AIRPORT	ACD.NET	TELEPHONE - AIRPORT	38.52	109825
101-595.000-920.000	PROPANE - BIG HANGAR	SPRATT'S TRADING POST INC	PROPANE - BIG HANGAR	372.23	109886
101-595.000-920.000	PROPANE - TERMINAL	SPRATT'S TRADING POST INC	PROPANE - TERMINAL	584.70	109886
101-595.000-930.000	POWER SUPPLY - RUNWAY SIGN	AMAZON CAPITAL SERVICES, I	POWER SUPPLY - RUNWAY SIGN	56.27	109826
101-595.000-930.000	REPAIRS & MAINTENANCE	GELZER HJ & SON INC	MAINT REPAIRS/SUPPLIES	68.99	109844
101-595.000-930.000	GROUND CLAMP FOR FUEL TRUCK	GELZER HJ & SON INC	GROUND CLAMP FOR FUEL TRUCK	13.78	109844
Total For Dept 595.000 AIRPORT				1,165.47	
Dept 701.000 PLANNING DEPARTMENT					
101-701.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,227.79	1028
101-701.000-726.000	PLANNING OFFICE FURNITURE	GELZER HJ & SON INC	PLANNING OFFICE FURNITURE	79.99	109844
101-701.000-801.000	COPIER LEASES - CITY	CURRENT OFFICE SOLUTIONS	COPIER LEASES - CITY	57.89	109836
101-701.000-860.000	FUEL FOR ZONE - NOV	WATKINS TRANSPORT INC	FUEL FOR DPS + ENG - NOV	33.20	109900
Total For Dept 701.000 PLANNING DEPARTMENT				1,398.87	
Dept 756.000 PARKS					
101-756.000-801.000	PORTA JOHN RENTALS FOR NOVEMBER	LAPEW SANITATION - THOMAS	PORTA JOHN RENTALS FOR NOVEMBER	400.00	109857
Total For Dept 756.000 PARKS				400.00	
Total For Fund 101 GENERAL FUND				87,987.07	
Fund 202 MAJOR ST./TRUNKLINE FUND					
Dept 450.000 STREET SURFACE					
202-450.000-726.000	HOT PATCH FOR MAJOR STREETS	GERKEN MATERIAL, INC	HOT PATCH FOR LOCAL AND MAJOR STREETS	126.00	109845
Total For Dept 450.000 STREET SURFACE				126.00	
Dept 490.000 TRAFFIC					
202-490.000-726.000	LOW VOC ADHESIVE	GELZER HJ & SON INC	CONCRETE AND LOW VOC ADHESIVE FOR DPS	4.29	109844
Total For Dept 490.000 TRAFFIC				4.29	
Dept 900.000 CAPITAL OUTLAY					
202-900.000-970.000-215032	ST JOE/GRISWOLD PAYMENT (JN21546	STATE OF MICHIGAN	ST JOE/GRISWOLD PROJECT PAYMENT (JN2154	5,255.75	109887
Total For Dept 900.000 CAPITAL OUTLAY				5,255.75	
Total For Fund 202 MAJOR ST./TRUNKLINE FUND				5,386.04	
Fund 203 LOCAL STREET FUND					
Dept 450.000 STREET SURFACE					
203-450.000-726.000	HOT PATCH FOR LOCAL STEERS	GERKEN MATERIAL, INC	HOT PATCH FOR LOCAL AND MAJOR STREETS	50.40	109845
Total For Dept 450.000 STREET SURFACE				50.40	
Dept 460.000 R.O.W. MAINTENANCE					
203-460.000-801.000	CURB CUTTING AT 102 COLD SPRINGS	K & H CONCRETE CUTTING, I	CURB CUTTING AT 102 COLD SPRINGS	415.00	109854
Total For Dept 460.000 R.O.W. MAINTENANCE				415.00	
Dept 490.000 TRAFFIC					
203-490.000-726.000	CONCRETE MIX	GELZER HJ & SON INC	CONCRETE AND LOW VOC ADHESIVE FOR DPS	33.96	109844
203-490.000-726.000	BLINKER STOP SIGN FOR MDOT	TAPCO	BLINKER STOP SIGN FOR MDOT	2,075.00	109889
203-490.000-726.000	BLINKER STOP SIGN FOR MDOT	TAPCO	BLINKER STOP SIGN FOR MDOT	2,075.00	109889
Total For Dept 490.000 TRAFFIC				4,183.96	
Dept 900.000 CAPITAL OUTLAY					
203-900.000-970.000-215005	WESTWOOD PROJECT - ROAD/STORM	PARRISH EXCAVATING, INC.	WESTWOOD UTILITY AND ROAD RECONSTRUCTIC	856,690.67	109873

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
 EXP CHECK RUN DATES 12/12/2024 - 12/12/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 203 LOCAL STREET FUND					
Dept 900.000 CAPITAL OUTLAY					
Total For Dept 900.000 CAPITAL OUTLAY				856,690.67	
Total For Fund 203 LOCAL STREET FUND				861,340.03	
Fund 204 MUNICIPAL STREET FUND					
Dept 572.000 LEAF COLLECTION					
204-572.000-801.000	LEAF COLLECTION FALL 2024	DRY MAR TRUCKING & DIRTWOF	LEAF COLLECTION FALL 2024	1,967.50	109839
204-572.000-801.000	LEAF COLLECTION WARD 1 AND WARD	DRY MAR TRUCKING & DIRTWOF	LEAF COLLECTION WARD 1 AND WARD 4	1,787.50	109839
204-572.000-801.000	LEAF COLLECTION FALL 2024	DRY MAR TRUCKING & DIRTWOF	LEAF COLLECTION FALL 2024	1,555.00	109839
Total For Dept 572.000 LEAF COLLECTION				5,310.00	
Total For Fund 204 MUNICIPAL STREET FUND				5,310.00	
Fund 208 RECREATION FUND					
Dept 751.000 RECREATION DEPARTMENT					
208-751.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	1,495.58	1028
208-751.000-726.000	SUPPLIES	GELZER HJ & SON INC	ALLEN WRENCH	1.15	109844
208-751.000-726.000	AIR PUMP NEEDLES	GELZER HJ & SON INC	AIR PUMP NEEDLES	32.99	109844
208-751.000-726.000	SCOREBOARD FUSES	GELZER HJ & SON INC	SCOREBOARD FUSES	2.59	109844
208-751.000-726.000	ALLEN WRENCHES - GYM DOOR LOCKUP	GELZER HJ & SON INC	ALLEN WRENCHES - GYM DOOR LOCKUP	4.60	109844
208-751.000-726.000	GIRLS BASKETBALL UNIFORMS	URBAN GRAFFITI	GIRLS BASKETBALL UNIFORMS	836.00	109893
208-751.000-726.000	ADDT'L BOYS BASKETBALL UNIFORMS	URBAN GRAFFITI	ADDT'L BOYS BASKETBALL UNIFORMS	99.50	109893
Total For Dept 751.000 RECREATION DEPARTMENT				2,472.41	
Total For Fund 208 RECREATION FUND				2,472.41	
Fund 247 TAX INCREMENT FINANCE ATH.					
Dept 900.000 CAPITAL OUTLAY					
247-900.000-801.000-215004	CONTRACTUAL SERVICES - BEAUTIFIC	MARGARET BRAMAN	TIFA BEAUTIFICATION CHRISTMAS DECORATIC	177.14	109862
Total For Dept 900.000 CAPITAL OUTLAY				177.14	
Total For Fund 247 TAX INCREMENT FINANCE ATH.				177.14	
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
271-790.000-726.000	CLEANING SUPPLIES	AMAZON CAPITAL SERVICES, I	CLEANING SUPPLIES	22.46	109826
271-790.000-726.000	HAND SOAP FOR PUBLIC RESTROOMS	AMAZON CAPITAL SERVICES, I	HAND SOAP FOR PUBLIC RESTROOMS	53.18	109826
271-790.000-726.000	WATER - LIBRARY	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE	17.85	109847
271-790.000-801.000	COPIER LEASE AND PRINTS	CURRENT OFFICE SOLUTIONS	COPIER LEASE AND PRINTS	175.28	109836
271-790.000-801.000	FOYER AND BATHROOM CEANING	EAST 2 WEST ENTERPRISES, I	FOYER AND BATHROOM CEANING	400.00	109840
271-790.000-801.000	WATER DELIVERY SERVICE/COOLER RE	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE/COOLER RENTAL	12.00	109847
271-790.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (NOV)	34.68	109884
271-790.000-802.000	SONIT NET ADMIN NOV 24	SONIT SYSTEMS, LLC	SONIT NET ADMIN NOV 24	115.00	109884
271-790.000-850.000	TELEPHONE - LIBRARY	ACD.NET	TELEPHONE - LIBRARY	19.29	109825
271-790.000-850.000	OOMA FAXING EQUIP DEC 24	OOMA, INC.	OOMA FAXING EQUIP DEC 24	64.68	109872
271-790.000-982.000	BOOKS - NOV24 ADULT	INGRAM LIBRARY SERVICES	BOOKS - NOV24 ADULT	16.54	109850
271-790.000-982.000	BOOKS - NOV24 ADULT	INGRAM LIBRARY SERVICES	BOOKS - NOV24 ADULT	17.58	109850
271-790.000-982.000	BOOKS - NOV24 ADULT	INGRAM LIBRARY SERVICES	BOOKS - NOV24 ADULT	55.45	109850
271-790.000-982.000	BOOKS - NOV24 ADULT	INGRAM LIBRARY SERVICES	BOOKS - NOV24 ADULT	35.18	109850
271-790.000-982.000	BOOKS - NOV24 ADULT	INGRAM LIBRARY SERVICES	BOOKS - NOV24 ADULT	49.72	109850
271-790.000-982.000	BOOKS - NOV24ADULT	INGRAM LIBRARY SERVICES	BOOKS - NOV24ADULT	15.43	109850
271-790.000-982.002	REPLACEMENT ITEM FOR COUNTING ST	AMAZON CAPITAL SERVICES, I	REPLACEMENT ITEM FOR COUNTING STORYTIME	14.99	109826
271-790.000-982.002	REPLACEMENT ITEM FOR COUNTING ST	AMAZON CAPITAL SERVICES, I	REPLACEMENT ITEM FOR COUNTING STORYTIME	6.99	109826

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 271 LIBRARY FUND					
Dept 790.000 LIBRARY					
Total For Dept 790.000 LIBRARY				1,126.30	
Dept 792.000 LIBRARY - CHILDREN'S AREA					
271-792.000-726.000	CLEANING & CRICUT SUPPLIES	AMAZON CAPITAL SERVICES,	1CLEANING & CRICUT SUPPLIES	21.48	109826
271-792.000-726.000	DECOR/MISC SUPPLIES CRAFTS	AMAZON CAPITAL SERVICES,	1DECOR/MISC SUPPLIES CRAFTS	21.89	109826
271-792.000-982.000	BOOKS - NOV24 CHILD	INGRAM LIBRARY SERVICES	BOOKS - NOV24 CHILD	12.18	109850
Total For Dept 792.000 LIBRARY - CHILDREN'S AREA				55.55	
Total For Fund 271 LIBRARY FUND				1,181.85	
Fund 481 AIRPORT IMPROVEMENT FUND					
Dept 000.000					
481-000.000-263.000	SALES TAX - NOV 2024	STATE OF MICHIGAN	SALES TAX - NOV 2024	542.25	660
481-000.000-687.300	SALES TAX - NOV 2024	STATE OF MICHIGAN	SALES TAX - NOV 2024	(2.71)	660
Total For Dept 000.000				539.54	
Dept 900.000 CAPITAL OUTLAY					
481-900.000-740.295	JET-A FUEL	AVFUEL CORP	JET-A FUEL	19,722.36	1027
481-900.000-970.000-215041	SERCUIITY CAMERA SYSTEM	AMAZON CAPITAL SERVICES,	1SERCUIITY CAMERA SYSTEM	664.99	109826
481-900.000-970.000-215041	BARN LIGHT	AMAZON CAPITAL SERVICES,	1BARN LIGHT	131.97	109826
481-900.000-970.000-215041	TOILET SEAT - HANGAR RENOVATIONS	GELZER HJ & SON INC	TOILET SEAT - HANGAR RENOVATIONS	37.99	109844
Total For Dept 900.000 CAPITAL OUTLAY				20,557.31	
Total For Fund 481 AIRPORT IMPROVEMENT FUND				21,096.85	
Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	WIRE - #2 STR HD BARE COPPE	BORDER STATES	WIRE	2,608.70	109830
582-000.000-110.000	METER CL20 A3RLQ 9S8S 4W	CANNON TECHNOLOGIES INC	ELECTRIC METER 9S	6,223.36	109833
582-000.000-110.000	FUSE LINK - 3 AMP T	POWER LINE SUPPLY	INVENTORY	123.00	109875
582-000.000-110.000	SOCKET - 4 TERM 320 AMP URD	POWER LINE SUPPLY	320 METER SOCKETS	1,342.96	109875
582-000.000-110.000	SOCKET - 4 TERMINAL 200 AMP URD	POWER LINE SUPPLY	METER SOCKETS	644.25	109875
582-000.000-158.000-201009	25 KVA 480/240 TRANSFORMERS FOR	JERRY'S ELECTRIC INC.	LIFT STATION TRANSFORMERS	12,360.00	109851
582-000.000-202.100	4ENBK1	BUTCHER, DEBRA S	UB refund for account: 023197	50.23	109832
582-000.000-202.100	4CCH	PRIEWE, JOSEPH R	UB refund for account: 012130	151.25	109877
582-000.000-249.100	OPERATION ROUND-UP - NOV 2024	COMMUNITY ACTION AGENCY	OPERATION ROUND-UP - NOV 2024	2,648.33	109835
582-000.000-249.100	LIEAF-6099 NOVEMBER 2024 P.A. 95	LARA - MI PUBLIC SERVICE (	LIEAF-6099 NOVEMBER 2024 P.A. 95	5,308.79	109858
582-000.000-263.000	SALES TAX - NOV 2024	STATE OF MICHIGAN	SALES TAX - NOV 2024	28,958.21	660
582-000.000-692.200	SALES TAX - NOV 2024	STATE OF MICHIGAN	SALES TAX - NOV 2024	(181.51)	660
Total For Dept 000.000				60,237.57	
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	21,392.99	1028
582-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES,	1SUPPLIES - 45 MONROE STREET	35.09	109826
582-175.000-726.000	AIR FRESHENER	AMAZON CAPITAL SERVICES,	1AIR FRESHENER	3.74	109826
582-175.000-726.000	COPIES/CONTRACT BILLING - NOV 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV 2024	81.95	109836
582-175.000-726.000	SUPPLIES	KSS ENTERPRISES	SUPPLIES	167.27	109856
582-175.000-726.000	WATER 45 MONROE ST	RUPERT'S CULLIGAN	WATER 45 MONROE ST	16.50	109882
582-175.000-801.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	TELEPHONE/FIBER - 45 MONROE STREET	24.28	109825
582-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	2.50	109834
582-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	2.50	109834
582-175.000-801.000	COPIES/CONTRACT BILLING - NOV 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV 2024	138.13	109836
582-175.000-801.000	PRINTING/POSTAGE AND HANDLING -	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING - NOV 202	1,323.08	109837
582-175.000-801.000	BPU CLEANING - NOV 2024	EAST 2 WEST ENTERPRISES,	1BPU CLEANING - NOV 2024	210.00	109840

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
 EXP CHECK RUN DATES 12/12/2024 - 12/12/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-801.000	WEB ACCESS/UTILITY EXCHANGE - NO ONLINE INFORMATION SERVICE	WEB ACCESS/UTILITY EXCHANGE - NOVEMBER		56.44	109871
582-175.000-801.000	CREDIT CARD PROCESSING FEES - NO INVOICE CLOUD, INC.	CREDIT CARD PROCESSING FEES - NOV 2024		193.83	659
582-175.000-802.000	MONITOR MOUNT AND MITEL HANDSETS	AMAZON CAPITAL SERVICES, I	MONITOR MOUNT AND MITEL HANDSETS	78.00	109826
582-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (NOV)	78.05	109884
582-175.000-802.000	SONIT NET ADMIN NOV 24	SONIT SYSTEMS, LLC	SONIT NET ADMIN NOV 24	409.68	109884
582-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUB 12	MILSOFT	IVR POOLED MONTHLY OUTAGE SUB 12-24	252.19	109896
582-175.000-802.000	MILSOFT DISPATCH LICENSE UNPLUGG	MILSOFT	MILSOFT DISPATCH LICENSE UNPLUGGED 12-2	350.00	109896
582-175.000-850.000	TELEPHONE - POWER PLANT	ACD.NET	TELEPHONE - POWER PLANT	38.52	109825
582-175.000-850.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	TELEPHONE/FIBER - 45 MONROE STREET	100.00	109825
582-175.000-850.000	OOMA FAXING EQUIP DEC 24	OOMA, INC.	OOMA FAXING EQUIP DEC 24	32.34	109872
582-175.000-850.000	MONTHLY VERIZON BILL - DEC 24	VERIZON WIRELESS	MONTHLY VERIZON BILL - DEC 24	551.92	109897
582-175.000-880.000	COMMUNITY PROMOTION - NOVEMBER	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - NOVEMBER 2024	125.00	109863
582-175.000-880.000	REPAIR SNOWMAN	SOUTHERN MICHIGAN MOTORS	REPAIR SNOWMAN	2,800.00	109885
582-175.000-920.400	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SEI	23.76	1020
582-175.000-920.400	503214966 - 45 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	99.41	1021
582-175.000-920.400	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	62.39	1022
582-175.000-930.000	PRIMARY METERING SUPPLIES	AMERICAN COPPER AND BRASS,	PRIMARY METERING SUPPLIES	144.86	109827
582-175.000-956.000	MPSI SPRING SESSION 2025 KLOPRES	APWA MICHIGAN CHAPTER - M	MPSI SPRING SESSION 2025 KLOPRESTO	397.50	109829
Total For Dept 175.000 ADMINISTRATIVE SERVICES				29,191.92	
Dept 543.000 PRODUCTION					
582-543.000-801.000	AIR PERMITTING ASSISTANCE	AMERICAN MUNICIPAL POWER,	AIR PERMITTING ASSISTANCE	440.00	109828
Total For Dept 543.000 PRODUCTION				440.00	
Dept 544.000 DISTRIBUTION					
582-544.000-726.800	PULLING ROPE	AMAZON CAPITAL SERVICES, I	PULLING ROPE	856.77	109826
582-544.000-726.800	SOCKET RETURN	PERFORMANCE AUTOMOTIVE	SOCKET RETURN	(13.39)	109874
582-544.000-730.000	THREAD LOCKER BOLTS	FAMILY FARM & HOME	THREAD LOCKER BOLTS	11.83	109842
582-544.000-730.000	OLD 33 FUEL SENSOR	HILLSDALE COMMUNITY SCHOOI	OLD 33 FUEL SENSOR	577.55	109848
582-544.000-730.000	STARTER CORE CREDIT	PERFORMANCE AUTOMOTIVE	STARTER CORE CREDIT	(65.00)	109874
582-544.000-730.000	12V ELECTRIC SUPPLIES	PERFORMANCE AUTOMOTIVE	12V ELECTRIC SUPPLIES	184.12	109874
582-544.000-730.000	STRUTS 2011 F150	PERFORMANCE AUTOMOTIVE	STRUTS 2011 F150	269.98	109874
582-544.000-730.000	FRONT HUB 2011 F150	PERFORMANCE AUTOMOTIVE	FRONT HUB 2011 F150	326.99	109874
582-544.000-730.000	DOT INSPECTION AND SERVICE TRUCK	SAVAGE DIESEL LLC	DOT INSPECTION AND SERVICE TRUCK	250.00	109883
582-544.000-730.000	WELD WALL-E	WHITE'S WELDING SERVICE	WELD WALL-E	60.00	109901
582-544.000-740.000	DEF FLUID	FAMILY FARM & HOME	DEF FLUID	55.92	109842
582-544.000-740.000	FUEL - BPU - NOV 2024	WATKINS TRANSPORT INC	FUEL - BPU - NOV 2024	1,137.61	109900
582-544.000-801.000	401 HILLSDALE STREET RENTAL -DEC	LRS, LLC	401 HILLSDALE STREET RENTAL -DECEMBER 2	107.00	109861
582-544.000-801.000	NPDES ANNUAL 2025 MIG250452 PP	STATE OF MICHIGAN EGLE	NPDES ANNUAL 2025 MIG250452 PP	150.00	109888
582-544.000-930.000	OUTLET PHOTO EYE XMAS	AMERICAN COPPER AND BRASS,	OUTLET PHOTO EYE XMAS	132.09	109827
582-544.000-930.000	WEATHER PROOF OUTLET KIT	AMERICAN COPPER AND BRASS,	WEATHER PROOF OUTLET KIT	39.61	109827
582-544.000-930.000	EXPANSION JOINT CEMENT LOCKNUTS	AMERICAN COPPER AND BRASS,	EXPANSION JOINT CEMENT LOCKNUTS	107.24	109827
582-544.000-930.000	NUTS BOLTS	FAMILY FARM & HOME	NUTS BOLTS	1.51	109842
582-544.000-930.000	SCREW EYES	FAMILY FARM & HOME	SCREW EYES	19.92	109842
582-544.000-930.000	REPAIRS & MAINTENANCE	FAMILY FARM & HOME	SCREW EYES	17.43	109842
582-544.000-930.000	HALOGEN 500W	GELZER HJ & SON INC	HALOGEN 500W	6.39	109844
582-544.000-930.000	RATCHET TIE DOWNS	GELZER HJ & SON INC	RATCHET TIE DOWNS	39.99	109844
582-544.000-930.000	HANGER HOOKS	GELZER HJ & SON INC	HANGER HOOKS	12.79	109844
582-544.000-930.000	ELECTRICAL CONNECTORS	GELZER HJ & SON INC	ELECTRICAL CONNECTORS	3.19	109844
582-544.000-930.000	500W BULBS	GELZER HJ & SON INC	500W BULBS	6.39	109844
582-544.000-930.000	CLIPS AND TURNBUCKLES XMAS	GELZER HJ & SON INC	CLIPS AND TURNBUCKLES XMAS	25.74	109844
582-544.000-930.000	CLIPS AND TURNBUCKLES XMAS	GELZER HJ & SON INC	CLIPS AND TURNBUCKLES XMAS	26.28	109844
582-544.000-930.000	CORD CONNECTORS XMAS	GELZER HJ & SON INC	CORD CONNECTORS XMAS	3.79	109844



GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 544.000 DISTRIBUTION					
582-544.000-930.000	RATCHET STRAPS	GELZER HJ & SON INC	RATCHET STRAPS	49.98	109844
582-544.000-930.000	SPRAY PAINT	GELZER HJ & SON INC	SPRAY PAINT	23.58	109844
582-544.000-930.000	TAPE	GELZER HJ & SON INC	TAPE	37.98	109844
582-544.000-930.000	CABLE TIES	GELZER HJ & SON INC	CABLE TIES	6.49	109844
582-544.000-930.000	PLYWOOD NAILS 2X4	JONESVILLE LUMBER	PLYWOOD NAILS 2X4	54.60	109853
582-544.000-930.000	SERVICE CHARGE	JONESVILLE LUMBER	SERVICE CHARGE	2.00	109853
582-544.000-930.546	SPACE HEATER FOR LTC	AMAZON CAPITAL SERVICES, I	SPACE HEATER FOR LTC	16.99	109826
582-544.000-930.546	CARTRIDGE FUSES	GELZER HJ & SON INC	CARTRIDGE FUSES	80.97	109844
582-544.000-930.546	POWERPLANT RELAY TESTING	UTILITIES INSTRUMENTATION	POWERPLANT RELAY TESTING	1,400.00	109895
Total For Dept 544.000 DISTRIBUTION				6,024.33	
Total For Fund 582 ELECTRIC FUND				95,893.82	
Fund 588 DIAL A RIDE					
Dept 596.000 DIAL-A-RIDE					
588-596.000-730.000	FASTENERS AND ANCHORS FOR 60	GELZER HJ & SON INC	FASTENERS AND ANCHORS FOR 60 AND SHOP S	4.68	109844
588-596.000-730.000	FILTERS AND BELT FOR DART	PERFORMANCE AUTOMOTIVE	FILTERS, FUEL AND BELTS FOR DART AND DE	154.09	109874
588-596.000-730.000	BALL JOINT FOR #60	PERFORMANCE AUTOMOTIVE	BALL JOINT FOR #60	38.80	109874
588-596.000-730.000	TRACK ARM AND NTK OE TYPE OXYG F	PERFORMANCE AUTOMOTIVE	TRACK ARM AND NTK OE TYPE OXYG FOR #60	133.88	109874
588-596.000-740.000	FUEL FOR DART - NOV	WATKINS TRANSPORT INC	FUEL FOR DART - NOV	1,993.56	109900
Total For Dept 596.000 DIAL-A-RIDE				2,325.01	
Total For Fund 588 DIAL A RIDE				2,325.01	
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-158.000-215005	WESTWOOD PROJECT - SANITARY	PARRISH EXCAVATING, INC.	WESTWOOD UTILITY AND ROAD RECONSTRUCTIC	117,055.75	109873
590-000.000-158.000-215006	CIP - CDBG PROJECT	WRIGHT'S PLUMBING, LLC	WORK TO REPLUMB 88 MARION ST TO LIFT SI	2,089.00	109902
590-000.000-202.100	SCCH	BUTCHER, DEBRA S	UB refund for account: 023197	16.89	109832
Total For Dept 000.000				119,161.64	
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	2,989.89	1028
590-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, I	SUPPLIES - 45 MONROE STREET	17.53	109826
590-175.000-726.000	AIR FRESHENER	AMAZON CAPITAL SERVICES, I	AIR FRESHENER	1.86	109826
590-175.000-726.000	COPIES/CONTRACT BILLING - NOV 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV 2024	40.97	109836
590-175.000-726.000	SUPPLIES	KSS ENTERPRISES	SUPPLIES	83.63	109856
590-175.000-726.000	WATER 45 MONROE ST	RUPERT'S CULLIGAN	WATER 45 MONROE ST	8.25	109882
590-175.000-801.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	TELEPHONE/FIBER - 45 MONROE STREET	12.13	109825
590-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	109834
590-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	109834
590-175.000-801.000	COPIES/CONTRACT BILLING - NOV 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV 2024	69.06	109836
590-175.000-801.000	PRINTING/POSTAGE AND HANDLING -	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING - NOV 202	661.53	109837
590-175.000-801.000	BPU CLEANING - NOV 2024	EAST 2 WEST ENTERPRISES, I	BPU CLEANING - NOV 2024	105.00	109840
590-175.000-801.000	WEB ACCESS/UTILITY EXCHANGE - NO	ONLINE INFORMATION SERVICE	WEB ACCESS/UTILITY EXCHANGE - NOVEMBER	28.22	109871
590-175.000-801.000	CREDIT CARD PROCESSING FEES - NO	INVOICE CLOUD, INC.	CREDIT CARD PROCESSING FEES - NOV 2024	96.91	659
590-175.000-802.000	MONITOR MOUNT AND MITEL HANDSETS	AMAZON CAPITAL SERVICES, I	MONITOR MOUNT AND MITEL HANDSETS	39.00	109826
590-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (NOV)	39.02	109884
590-175.000-802.000	SONIT NET ADMIN NOV 24	SONIT SYSTEMS, LLC	SONIT NET ADMIN NOV 24	204.85	109884
590-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUB 12	MILSOFT	IVR POOLED MONTHLY OUTAGE SUB 12-24	126.10	109896
590-175.000-802.000	MILSOFT DISPATCH LICENSE UNPLUGG	MILSOFT	MILSOFT DISPATCH LICENSE UNPLUGGED 12-2	175.00	109896
590-175.000-850.000	TELEPHONE - WWTP 101 W GALLOWAY	ACD.NET	TELEPHONE - WWTP 101 W GALLOWAY	19.29	109825
590-175.000-850.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	TELEPHONE/FIBER - 45 MONROE STREET	50.00	109825

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
 EXP CHECK RUN DATES 12/12/2024 - 12/12/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 SEWER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-850.000	OOMA FAXING EQUIP DEC 24	OOMA, INC.	OOMA FAXING EQUIP DEC 24	16.17	109872
590-175.000-850.000	MONTHLY VERIZON BILL - DEC 24	VERIZON WIRELESS	MONTHLY VERIZON BILL - DEC 24	137.76	109897
590-175.000-880.000	COMMUNITY PROMOTION - NOVEMBER	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - NOVEMBER 2024	62.50	109863
590-175.000-920.400	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	11.87	1020
590-175.000-920.400	503214966 - 45 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	49.71	1021
590-175.000-920.400	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	31.19	1022
590-175.000-956.000	MPSI SPRING SESSION 2025 KLOPRES	APWA MICHIGAN CHAPTER - M	MPSI SPRING SESSION 2025 KLOPRESTO	198.75	109829
Total For Dept 175.000 ADMINISTRATIVE SERVICES				5,278.69	
Dept 546.000 OPERATIONS					
590-546.000-726.800	POWER BELTS	PERFORMANCE AUTOMOTIVE	POWER BELTS	23.38	109874
590-546.000-920.400	504504154 - 135 BARBER ST	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 135 BARBER	39.19	1023
590-546.000-930.970	MILK CRATE	FAMILY FARM & HOME	MILK CRATE	8.99	109842
Total For Dept 546.000 OPERATIONS				71.56	
Dept 547.000 TREATMENT					
590-547.000-726.900	NITRILE GLOVES	LOU'S GLOVES, INC	NITRILE GLOVES	157.00	109859
590-547.000-726.900	DISTILLED WATER	RUPERT'S CULLIGAN	DISTILLED WATER	14.00	109882
590-547.000-726.900	DESSICANT TUBE ASSEMBLY	USABLUBOOK	DESSICANT TUBE ASSEMBLY	79.14	109894
590-547.000-740.000	FLUID FILM	PERFORMANCE AUTOMOTIVE	FLUID FILM	24.82	109874
590-547.000-740.000	FUEL - BPU - NOV 2024	WATKINS TRANSPORT INC	FUEL - BPU - NOV 2024	568.79	109900
590-547.000-801.000	WELL SAMPLING	MERIT LABORATORIES	WELL SAMPLING	280.00	109864
590-547.000-801.000	BEF SAMPLING	MERIT LABORATORIES	BEF SAMPLING	4,890.00	109864
590-547.000-801.000	MONTHLY CHLORIDE AND SULFATE TES	MERIT LABORATORIES	MONTHLY CHLORIDE AND SULFATE TESTING	47.00	109864
590-547.000-920.400	504904602 - 101 W GALLOWAY	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY DF	232.32	1018
590-547.000-920.400	504904602 - 101 W GALLOWAY	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY	1,291.98	1019
590-547.000-920.400	505161747 - 101 W GALLOWAY MN	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY MN	693.39	1024
590-547.000-920.400	504756735 - W GALLOWAY GR	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - W GALLOWAY GR	79.24	1026
590-547.000-930.000	LED REPLACEMENT LIGHTS	AMERICAN COPPER AND BRASS,	LED REPLACEMENT LIGHTS	259.20	109827
590-547.000-930.000	TORCH	AMERICAN COPPER AND BRASS,	TORCH	77.47	109827
590-547.000-930.000	TOOLS	FAMILY FARM & HOME	TOOLS	17.98	109842
590-547.000-930.000	TORCH/RETURN-CYLINDER	FAMILY FARM & HOME	TORCH/RETURN-CYLINDER	(21.00)	109842
590-547.000-930.000	FLASHLIGHT	GELZER HJ & SON INC	FLASHLIGHT	9.99	109844
590-547.000-930.000	SEALANT	GELZER HJ & SON INC	SEALANT	30.76	109844
590-547.000-930.000	ROPE AND KEY ID	GELZER HJ & SON INC	ROPE AND KEY ID	28.58	109844
590-547.000-930.000	RETURN-SCREWDRIVER SET	GELZER HJ & SON INC	RETURN-SCREWDRIVER SET	(29.98)	109844
590-547.000-930.000	TOOLS	GELZER HJ & SON INC	TOOLS	79.94	109844
590-547.000-930.000	FENCE REPAIR WWTP	WATKINS FENCE	FENCE REPAIR WWTP	1,500.00	109899
Total For Dept 547.000 TREATMENT				10,310.62	
Total For Fund 590 SEWER FUND				134,822.51	
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-158.000-181005	GEN 2 NODES	CANNON TECHNOLOGIES INC	EATON WATER NODES - APPROVED BY BOARD/C	15,288.00	109833
591-000.000-158.000-215005	WESTWOOD PROJECT - WATER	PARRISH EXCAVATING, INC.	WESTWOOD UTILITY AND ROAD RECONSTRUCTIC	29,790.79	109873
591-000.000-202.100	WCCH	BUTCHER, DEBRA S	UB refund for account: 023197	15.71	109832
Total For Dept 000.000				45,094.50	
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	3,337.64	1028
591-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES,	SUPPLIES - 45 MONROE STREET	17.53	109826
591-175.000-726.000	AIR FRESHENER	AMAZON CAPITAL SERVICES,	AIR FRESHENER	1.86	109826

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
 EXP CHECK RUN DATES 12/12/2024 - 12/12/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-726.000	COPIES/CONTRACT BILLING - NOV 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV 2024	40.97	109836
591-175.000-726.000	SUPPLIES	KSS ENTERPRISES	SUPPLIES	83.63	109856
591-175.000-726.000	WATER 45 MONROE ST	RUPERT'S CULLIGAN	WATER 45 MONROE ST	8.25	109882
591-175.000-801.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	TELEPHONE/FIBER - 45 MONROE STREET	12.13	109825
591-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	109834
591-175.000-801.000	MATS - 45 MONROE ST	CINTAS CORPORATION	MATS - 45 MONROE ST	1.25	109834
591-175.000-801.000	COPIES/CONTRACT BILLING - NOV 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV 2024	69.06	109836
591-175.000-801.000	PRINTING/POSTAGE AND HANDLING -	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING - NOV 202	661.53	109837
591-175.000-801.000	BPU CLEANING - NOV 2024	EAST 2 WEST ENTERPRISES, I	BPU CLEANING - NOV 2024	105.00	109840
591-175.000-801.000	WEB ACCESS/UTILITY EXCHANGE - NO	ONLINE INFORMATION SERVICE	WEB ACCESS/UTILITY EXCHANGE - NOVEMBER	28.22	109871
591-175.000-801.000	CREDIT CARD PROCESSING FEES - NO	INVOICE CLOUD, INC.	CREDIT CARD PROCESSING FEES - NOV 2024	96.91	659
591-175.000-802.000	MONITOR MOUNT AND MITEL HANDSETS	AMAZON CAPITAL SERVICES, I	MONITOR MOUNT AND MITEL HANDSETS	39.00	109826
591-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (NOV)	39.02	109884
591-175.000-802.000	SONIT NET ADMIN NOV 24	SONIT SYSTEMS, LLC	SONIT NET ADMIN NOV 24	204.85	109884
591-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUB 12	MILSOFT	IVR POOLED MONTHLY OUTAGE SUB 12-24	126.10	109896
591-175.000-802.000	MILSOFT DISPATCH LICENSE UNPLUGG	MILSOFT	MILSOFT DISPATCH LICENSE UNPLUGGED 12-2	175.00	109896
591-175.000-850.000	TELEPHONE - WTP 401 HILLSDALE ST	ACD.NET	TELEPHONE - WTP 401 HILLSDALE STREET	19.29	109825
591-175.000-850.000	TELEPHONE/FIBER - 45 MONROE STRE	ACD.NET	TELEPHONE/FIBER - 45 MONROE STREET	50.00	109825
591-175.000-850.000	OOMA FAXING EQUIP DEC 24	OOMA, INC.	OOMA FAXING EQUIP DEC 24	16.17	109872
591-175.000-850.000	MONTHLY VERIZON BILL - DEC 24	VERIZON WIRELESS	MONTHLY VERIZON BILL - DEC 24	137.76	109897
591-175.000-880.000	COMMUNITY PROMOTION - NOVEMBER	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - NOVEMBER 2024	62.50	109863
591-175.000-920.400	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	11.87	1020
591-175.000-920.400	503214966 - 45 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE	49.71	1021
591-175.000-920.400	504504154 - 37 MONROE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	31.19	1022
591-175.000-956.000	MPSI SPRING SESSION 2025 KLOPRES	APWA MICHIGAN CHAPTER - M	MPSI SPRING SESSION 2025 KLOPRESTO	198.75	109829
Total For Dept 175.000 ADMINISTRATIVE SERVICES				5,626.44	
Dept 543.000 PRODUCTION					
591-543.000-930.000	15 AMP FUSES	AMERICAN COPPER AND BRASS,	15 AMP FUSES	187.85	109827
591-543.000-930.000	CERAMIC HEATER	FAMILY FARM & HOME	CERAMIC HEATER	74.97	109842
591-543.000-930.000	HARDWARE	FAMILY FARM & HOME	HARDWARE	24.35	109842
Total For Dept 543.000 PRODUCTION				287.17	
Dept 544.000 DISTRIBUTION					
591-544.000-726.800	GARBAGE BAGS	GELZER HJ & SON INC	GARBAGE BAGS	19.99	109844
591-544.000-726.800	PRESSURE REGULATOR	GELZER HJ & SON INC	PRESSURE REGULATOR	127.77	109844
591-544.000-740.000	FUEL - BPU - NOV 2024	WATKINS TRANSPORT INC	FUEL - BPU - NOV 2024	568.79	109900
591-544.000-742.000	WORK GLOVES	AMAZON CAPITAL SERVICES, I	WORK GLOVES	33.38	109826
591-544.000-742.000	UNIFORMS	POWERS CLOTHING, INC.	UNIFORMS	637.25	109876
591-544.000-801.000	CROSS CONNECTION CONTROL PROGRAM	HYDROCOP, LLC	CROSS CONNECTION CONTROL PROGRAM	1,564.50	109849
591-544.000-801.000	TOWER CALIBRATION	UIS SCADA, INC.	TOWER CALIBRATION	425.00	109891
591-544.000-930.000	SHEAR PINS	FAMILY FARM & HOME	SHEAR PINS	6.99	109842
591-544.000-930.000	HAND TORCH	FAMILY FARM & HOME	HAND TORCH	81.95	109842
591-544.000-930.990	CONTRACTED LSL REPLACEMENTS	RJT CONSTRUCTION CO.	FYE 2025 LEAD SERVICE LINE REPLACEMENTS	3,530.00	109880
591-544.000-930.990	CONTRACTED LSL REPLACEMENTS	RJT CONSTRUCTION CO.	FYE 2025 LEAD SERVICE LINE REPLACEMENTS	10,485.00	109880
Total For Dept 544.000 DISTRIBUTION				17,480.62	
Dept 545.000 PURIFICATION					
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	UNIVAR SOLUTIONS USA INC	SODIUM HYPOCHLORITE	3,184.19	109892
591-545.000-920.400	504558065 - 401 HILLSDALE	MICHIGAN GAS UTILITIES	NATURAL GAS UTILITY - 401 HILLSDALE	396.69	1025
591-545.000-930.000	BATTERY CORES REFUND	PERFORMANCE AUTOMOTIVE	BATTERY CORES REFUND	(144.00)	109874
Total For Dept 545.000 PURIFICATION				3,436.88	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
 EXP CHECK RUN DATES 12/12/2024 - 12/12/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Total For Fund 591 WATER FUND				71,925.61	
Fund 640 REVOLVING MOBILE EQUIP. FUND					
Dept 443.000 MOBILE EQUIPMENT MAINTENANCE					
640-443.000-726.000	RAGS FOR SHOP	CINTAS CORPORATION	MATS AND RAGS FOR DPS	7.35	109834
640-443.000-726.000	SHOP RAGS FOR DPS	CINTAS CORPORATION	MATS AND SHOP RAGS FOR DPS	7.35	109834
640-443.000-726.000	GRADE 8 HEX HEAD CAP SCREWS FOR	ELECTRICAL TERMINAL INC.	GRADE 8 HEX HEAD CAP SCREWS FOR SHOP	30.50	109841
640-443.000-726.000	SHOP SUPPLIES	GELZER HJ & SON INC	FASTENERS AND ANCHORS FOR 60 AND SHOP S	19.97	109844
640-443.000-726.000	IND GAS, MED AND ACETYLENE	PURITY CYLINDER GASES, INC	IND GAS, MED AND ACETYLENE	79.61	109878
640-443.000-730.000	PULLIES FOR DECK ON #142	DP EQUIPMENT CO	PULLIES FOR DECK ON #142	134.55	109838
640-443.000-730.000	NUTS AND BOLTS FOR #21.4	FAMILY FARM & HOME	NUTS AND BOLTS FOR #21.4	21.81	109842
640-443.000-730.000	FILTERS AND CAP FOR DPS	PERFORMANCE AUTOMOTIVE	FILTERS, FUEL AND BELTS FOR DART AND DE	218.03	109874
640-443.000-730.000	RELAY, REGULATOR, PLUG AND BUSHI	PERFORMANCE AUTOMOTIVE	RELAY, REGULATOR, PLUG AND BUSHING FOR	55.97	109874
640-443.000-730.000	BATTERY COUPLER FOR 8.6	PERFORMANCE AUTOMOTIVE	BATTERY COUPLER FOR 8.6	33.18	109874
640-443.000-740.000	FUEL	PERFORMANCE AUTOMOTIVE	FILTERS, FUEL AND BELTS FOR DART AND DE	29.37	109874
640-443.000-740.000	FUEL FOR DPS - NOV	WATKINS TRANSPORT INC	FUEL FOR DPS + ENG - NOV	2,391.46	109900
Total For Dept 443.000 MOBILE EQUIPMENT MAINTENANCE				3,029.15	
Total For Fund 640 REVOLVING MOBILE EQUIP. FUND				3,029.15	

12/12/2024 02:22 PM  
User: klopresto  
DB: Hillsdale

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE  
EXP CHECK RUN DATES 12/12/2024 - 12/12/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

---

Fund Totals:

Fund 101 GENERAL FUND	87,987.07
Fund 202 MAJOR ST./TRUNK	5,386.04
Fund 203 LOCAL STREET FUND	861,340.03
Fund 204 MUNICIPAL STREET	5,310.00
Fund 208 RECREATION FUND	2,472.41
Fund 247 TAX INCREMENT I	177.14
Fund 271 LIBRARY FUND	1,181.85
Fund 481 AIRPORT IMPROV	21,096.85
Fund 582 ELECTRIC FUND	95,893.82
Fund 588 DIAL A RIDE	2,325.01
Fund 590 SEWER FUND	134,822.51
Fund 591 WATER FUND	71,925.61
Fund 640 REVOLVING MOBIL	3,029.15

---

Total For All Funds:	1,292,947.49
----------------------	--------------

# CITY COUNCIL MINUTES

City of Hillsdale  
December 16, 2024  
7:00 P.M.

Regular Meeting

## **Call to Order and Pledge of Allegiance**

Mayor Pro tem Joshua Paladino opened the meeting with the Pledge of Allegiance.

## **Roll Call**

Mayor Pro tem Josh Paladino called the meeting to order. Clerk Price took roll call.

Council Members present:	Joshua Paladino, Mayor Pro tem R Greg Stuchell, Ward 1 Jacob Bruns, Ward 1 William Morrissey, Ward 2 Matthew Bentley, Ward 2 Gary Wolfram, Ward 3 Bob Flynn, Ward 3 Robert Socha, Ward 4
--------------------------	---

Council Members absent:	None
-------------------------	------

Also Present: David Mackie (City Manager), Attorney Tom Thompson, Katy Price (City Clerk), Jason Blake (DPS Director), Kim Thomas (City Assessor), Sam Fry (City Economic Development Coordinator) Jake Hammel (BPU Electric Superintendent), Brandon Janes (IT), Nick Fox, CJ Toncray, Brandon Traxler, Shannon Gainer, Andrew Gelzer, Sam Knecht, Roxanne Vear, Kevin Vear.

## **Approval of Agenda**

Motion by Councilman Socha, support by Councilman Morrissey, to add to New Business item F. Hillsdale County Community Foundation Grant Approval.

All ayes. Motion carried.

Motion by Councilman Socha, support by Councilman Morrissey, to approve the agenda as amended.

All ayes. Motion carried.

## **Public Comment**

Shannon Gainer, ward four, commented on the Audit from last meeting.

Roxanne Vear, Spoke on the OPRA extension for the Keefer House Hotel, LLC.

Andrew Gelzer, ward four, spoke on the OPRA extension for Keefer House Hotel, LLC

## **Consent Agenda**

- A. Approval of Bills
  - 1. City and BPU Claims of November 14, 2024: \$834,163.09  
November 27, 2024: \$893,601.04
  - 2. Payroll of December 5, 2024: \$214,134.07
- B. City Council Minutes of December 2, 2024
- C. Finance Minutes of December 2, 2024
- D. 2025 Board/Committee Meeting Dates
- E. BPU Oxidation Ditch Bearing and Couplers
- F. BPU Replacement Tertiary Filters
- G. BPU Wells 4 and 5 Standby Generator
- H. BPU Water/Sewer/Electric Dump Trucks

Motion by Councilman Flynn, support by Councilman Morrisey, to approve the consent agenda.

All ayes. Motion carried.

**Communication/Petitions**

- A. 2024 Hillsdale Planning Commission Annual Report
- B. MRC Winter Newsletter
- C. REU Letter – Keith O’Neil
- D. Homeless Letter- Gerry Brown
- E. Ted Jansen Letter
- F. Flag Pole Discussion
- G. Leaf Collection Verbal Update – Jason Blake
- H. Hillsdale County Commissioner Update – Doug Ingles

Jason Blake, DPS director spoke on the process of the leaf collection, the equipment being used and reported collection was completed on schedule.

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

**Old Business**

- A. Airport Hangar Lease Verbal Update

City Manager Mackie gave a brief report on the not being able to do the hangar lease due to specific regulations.

**New Business**

- A. Keefer House Hotel, LLC OPRA Amendment (Resolution)

On April 1, 2019, the City of Hillsdale approved Resolution #3372, granting Keefer House Hotel, LLC an Obsolete Property Rehabilitation Exemption Certificate (OPRA) for property located at 96, 100, 102, 104 N. Howell Street, Hillsdale, Michigan. This certificate was approved for a period of 12 years, beginning December 31, 2019, and ending December 30, 2032, pursuant to the provisions of Public Act 146 of 2000, as amended.

Resolution #3372 originally required that the rehabilitation of the facility be completed by December 31, 2021. Following its approval, the developer faced significant delays caused by the COVID-19 pandemic, labor and material shortages, cost increases, and major water/foundation issues. As a result, on August 19, 2024, Hillsdale City Council approved an amendment to extend the project’s completion date to December 31, 2024.

Keefer House Hotel, LLC has now submitted a letter dated December 4, 2024 requesting an additional extension of the completion date to September 30, 2025. The amendment would ensure the State Tax Commission does not revoke the OPRA certificate while the project remains ongoing, as OPRA’s are subject to State Tax Commission review after being approved at the local level.

Lengthy Council discussion ensued on why the extension would be necessary and the progress that has been made in the current time frame along with the numerous extensions requested.

Nick Fox, Project manager reported on the construction side and updated council on what has been done.

More discussion ensued.

Motion by Council Member Flynn, seconded by Council Member Wolfram moved to approve the OPRA resolution amendment as presented. **Resolution #3621.**

Roll Call:

Councilman Bruns	Nay
Councilman Flynn	Aye
Councilman Morrisey	Aye
Councilman Socha	Aye
Councilman Stuchell	Aye
Councilman Wolfram	Aye
Mayor Pro Tem Paladino	Aye

Councilman Bentley                      Nay

Motion passed 6-2

B. 2025 Poverty Exemption Guidelines for Property Taxes (Resolution)

City Council is required to annually adopt guidelines to be followed by the Board of Review in determining eligibility for exemption from property taxes for reasons of poverty as provided for in Michigan Compiled Laws (MCL), Section 211.7u.

Four (4) taxpayers submitted requests to the board of review for exemption from the 2024 property taxes due to poverty.

State Tax Commission Bulletin 17 of 2024 was issued on November 19, 2024 with the updated federal poverty guidelines from the U.S. Department of Health and Human Services to be used in determining eligibility for 2025.

Additional guidance and information regarding poverty exemptions can be found online at <https://www.michigan.gov/taxes/property/exemptions/povertyexemption/poverty-exemption>.

Motion by Council Member Socha, seconded by Council Member Morrissey, moved to approve the 2025 Poverty Exemption Guidelines for Property Taxes as presented. **Resolution #3622.**

By a voice vote, the motion passed unanimously.

C. Mowing Contract Extension

The current, expiring, mowing contracts were bid as a three-year contract with an optional fourth year extension at the third year price. The quality and pricing met staff expectations.

Contract #1 Bills Lawn Care – \$80,871 - Building and Grounds, Parking Lots and Traffic Islands, Parks, Roadsides and Field of Dreams mowing. (107.86 acres)

Contract #2 TKC Lawn, Snow and Wood. – \$57,980 - Oak Grove and Lakeview Cemetery. (Approximately 43.7 acres)

Motion by Council Member Flynn, seconded by Council Member Socha moved to approve the fourth year extension from Bills Lawn Care in the amount of \$80,871 and TKC Lawn, Snow and Wood in the amount of \$57,980.

By a voice vote, the motion passed unanimously.

D. 2025 City Council Meeting Dates

- January     6 & 21
- February   3 & 17
- March       3 & 17
- April        7 & 21
- May          5 & 19
- June         2 & 16
- July          7 & 21
- August      4 & 18
- September  2 & 15
- October     6 & 20
- November  3 & 17
- December  1 & 15

January 21, 2025 and September 2, 2025 Council meetings would be held on Tuesday for the Martin Luther King, Jr. and Labor Day holidays.

Motion by Council Member Morrissey, seconded by Council Member Socha to approve the 2025 City Council meeting dates as presented.



E. Dial-A-Ride Fare Increase

In efforts to lower the General Fund contribution to the proposed 25-26 FY Dial-A-Ride budget, Mayor Pro Tem Paladino inquired about a possible Fair Rate increase, not to exceed \$2.50 per fare. A \$2.50 Fare rate increase would generate an additional \$68,162.50 to reduce the General Fund contribution of \$96,253.00 to \$28,090.50.

Motion by Council Member Flynn, seconded by Council Member Bruns to send the proposed fare rate increase to the Dial-A-Ride Local Advisory Committee for review and approval.

By a voice vote, the motion passed unanimously.

F. Hillsdale County Community Foundation Grant Approval

To assist in underground survey work in portions of Lakeview and Oak Grove Cemetery in addition to locating underground utilities throughout the city, the Dept. of Public Services, with Cemetery Board approval, applied in October 2024 for a Grant through the Hillsdale County Community Foundation for one ground penetrating radar unit. The Grant is in the amount of \$24,545 and would cover 100% of the purchase in addition all applicable software.

Notice of Grant approval from the Hillsdale Community Foundations was received on December 10, 2024. Special conditions of the grant include that equipment must be available for county wide use at a reasonable operating rate, as the need for the radar unit is needed in other cemeteries located within the county.

Motion by Council Member Socha, seconded by Council Member Flynn to approve the Hillsdale County Community Grant Agreement, #009104, and authorize DPS Director, Jason Blake, to sign the agreement on behalf of the City.

By a voice vote, the motion passed unanimously.

Miscellaneous Reports

A. Proclamations – None

B. Reappointments- Election Commission – Ginger Novak, Bill Mullaly, Michael Hendershot  
TIFA Board- Mary Margaret Spiteri, Felicia Finch, Margaret Braman  
Board of Review – Becki Jaeger, Kerry Laycock

Motion by Council Member Socha, seconded by Council Member Flynn to approve reappointment of Ginger Novak, Bill Mullaly & Michael Hendershot to the Election Commission.

By a voice vote, the motion passed unanimously.

Motion by Council Member Socha, seconded by Council Member Stuchell to approve reappointment of Mary Margaret Spiteri, Felicia Finch & Margaret Braman to the TIFA Board.

By a voice vote, the motion passed unanimously.

Motion by Council Member Morrisey, seconded by Council Member Socha to approve reappointment of Becki Jaeger & Kerry Laycock to the Board of Review.

By a voice vote, the motion passed unanimously.

**General Public Comment**

Roxanne Vear, ward three, Spoke on the Keefer House progress and would like to see barriers for success from Council.

Sam Knecht, ward one, commented on a Hillsdale Collegian article specifically the interview with Mayor Pro tem Paladino and the fluoride discussion. Asked Council to continue to have fluoride in the water and look at all the proper reports for the experts.

Shannon Gainer, ward four, commented on the audit, city funds, leaf collection, streets and special assessment districts. Gainer mentioned that Council would not pay any special assessment for their roads.

Brandon Traxler, ward four, commented on Barry Street and the Special Assessment District petition that he saw and letter he signed not in favor of the assessment. He asked council to look at other possible avenues for funding.

Jack McLain, Hillsdale Twp., spoke on Keefer House, taxes on West St, leaf pickup and holiday decorations.

**City Manager Report**

Thanked Operation Good Cheer organization for flying in to the Airport with gifts for children.

BPU Best Decorated Home and Business Light contest is open.

City & BPU Office Hours will be closed Tuesday, December 24<sup>th</sup> and Wednesday, December 25<sup>th</sup> for the holidays.

Christmas Tree Collection will be on Monday January 13<sup>th</sup> have natural trees out by 7:00 a.m.

Special Assessment District plan construction costs for Monroe St. Arch Ave., and Barry St. construction plans will be presented. Public hearing will be at another meeting follow where residents on the streets will be sent notification and letters about the hearing.

**Council Comment**

Mayor Pro tem Paladino stated that there are two council members that will or have paid for their special assessment for their streets and Councilmen Morrisey and Socha have also contributed to the fund.

Councilman Flynn asked council and staff to look at parking for the Keefer House Hotel.

City Manager Mackie stated staff has been looking at the parking item.

Councilman Bentley asked about left turn lanes on Broad St.

**Adjournment**

Motion by Councilmember Socha, seconded by Councilmember Flynn to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting Adjourned at 9:28 p.m.

---

Josh Paladino, Mayor Pro-Tem

---

Katy Price, City Clerk

CITY OF HILLSDALE FINANCE COMMITTEE

Place: City Hall Second Floor Conference Room

Date: December 16, 2024

Time: 6:30 PM

PRESENT:

COMMITTEE: Gary Wolfram, Will Morrissey, Matt Bentley, Jacob Bruns

STAFF: Jason Blake (Director of Public Services), David Mackie (City Manager),  
Kim Thomas (City Assessor)

PUBLIC: None

Morrissey elected chair of committee 4-0

Wolfram elected secretary of committee 4-0

BOARD OF PUBLIC UTILITIES AND CITY OF HILLSDALE ACCOUNTS PAYABLE  
INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE

Questions asked on Invoice Distribution Report by Finance Committee:

Fund 101

Department 175: New phone

Department 301: Training for 3 officers

Fund 203

Department 490: Flashing signs reimbursed by MDOT

Fund 204

Department 572: Ward 2, Wards 1 and 4, Ward 3

Fund 582

Department 000: 8 electric meters

Department 544: Rope used to move fallen trees

Waste-water treatment plant garbage removal

Fund 591

Department 000: Send readings from 100 water meters to BPU

Motioned by Morrissey and seconded by Wolfram to approve.

Motioned passed 4-0

Motioned by Bentley and seconded by Bruns to adjourn

Motion passed 4-0

Adjournment 6:46 PM

Minutes prepared by Gary Wolfram

**Operations & Governance Committee Meeting  
December 12, 2024**

**Call to Order:** Council member Greg Stuchell called the meeting to order at 5:00 pm

**Roll Call:** Present - councilmembers Will Morrissey, Joshua Paladino and Greg Stuchell  
Also, present - City Manager/BPU Director, David Mackie, Jason Blake DPS Director, and Kimberly Thomas City Assessor

**I: Public Comments:** No Public Comment

**II. Election of Officers:**

Councilman Paladino made the motion for Will Morrissey to be Chair; seconded by Stuchell - motion carried.

Councilman Morrissey made the motion for Greg Stuchell to be Secretary; seconded by Paladino motion carried.

**III. Discussion of Council Goals of 2025**

Recommended goals discussed and to be submitted to City Council for further discussion.

1. Public Safety
2. Road Improvements
  - Special Assessments to be uniform, equitable and just
3. Homeless
  - Solutions with county's faith based organizations
4. Partnership with County Commissioners to determine additional jail spacing requirements/funding
5. Fee Schedule to enhance public events for parks, parades.
6. Water Quality
  - BPU to research for Councils review.

**IV. Review City Managers annual performance criteria**

Establish Clear Objective/Tangible Measures.

These tangible measures are to align with council goals, be within established timelines and meet budget requirements

Action Item: City Manager, David Mackie to review Council goals and submit tangible measures back to O&G

**V. Discussion of Board of review membership requirements**

General discussion concerning the possibility of placing city Council member on every board. There may be state restriction or conflict of interest reasons prohibiting elected officials from being members to the Board of review

Action Item: Kimberly Thomas City Assessor to research and report back to O&G

#### **IV: Public Comments**

No closing public comments

#### **Adjournment:**

Motion by Stuchell to close meeting

Motion Seconded by Paladino

Vote: Three in favor - 0 nays - Motion carried

Meeting closed at: 6:05 pm

Meeting Minutes Presented by Greg Stuchell



**2024 December Board of Review – Minutes**  
Hillsdale City Hall, 2<sup>nd</sup> Floor Conference Room, 97 N Broad St, Hillsdale, MI 49242

**1. Call to Order and Pledge of Allegiance**

Chair Laycock called the meeting to order on Tuesday, December 10, 2024 at 9:06 a.m. The Pledge of Allegiance was recited.

**2. Roll Call**

Roll was taken by Secretary Jaeger.

Present:

- D Kerry Laycock, Chair
- Becki Jaeger, Secretary
- Kimberly Thomas, MAAO, Assessor (Advisory only – Not a voting member)
- Olivia Smith, MCAO, Appraiser (Clerical – Not a voting member)

Absent:

- Dennis Wainscott, Regular Member, Excused

**3. Approval of Agenda**

Motion by Jaeger to approve the agenda as presented. Second by Laycock. Motion carried.

**4. Public Comment on Agenda Items**

None

**5. Consent Agenda**

- a. Motion by Jaeger to approve the 2024 July Board of Review minutes. Second by Laycock. Motion carried.
- b. All State Tax Commission (STC) Bulletins were forwarded, via email, to the Board as they were published by the Commission. Physical copies were available to the Board during the meeting.

**6. Communications & Petitions**

**a. MCL 211.19 – Amended PP Statement**

**i. D24-001 – 006-900-430-14 – 42 Union St Ste 14**

*Omitted Property per MCL 211.154, Amended Personal Property Statement, MCL 211.53b(5)(g) for 2024*

Motion by Jaeger to adjust the values based on those reported on the late filed Form 632. Second by Laycock. Motion carried.

**ii. D24-002 – 006-900-491-00 – 41 E Bacon St**

*Omitted Property per MCL 211.154, Amended Personal Property Statement, MCL 211.53b(5)(g) for 2023*

Motion by Laycock to remove the value from the roll for 2023 due to no property being on-site as of 12/31/2022. Second by Jaeger. Motion carried.

- iii. D24-003, D24-004 – 006-900-500-00 – 3240 W Carleton Rd Ste B**  
*Omitted Property per MCL 211.154, Amended Personal Property Statement, MCL 211.53b(5)(g) for 2023 & 2024*

Motion by Laycock to adjust the values based on those reported on the late filed Form 632. Second by Jaeger. Motion carried.

- iv. D24-005, D24-006 – 006-900-514-00 – 96 Glendale Ave**  
*Omitted Property per MCL 211.154, Amended Personal Property Statement, MCL 211.53b(5)(g) for 2023 & 2024*

Motion by Jaeger to remove the personal property from the roll for 2023 and 2024 due to the business not being located within the City. The DBA filed with the Hillsdale County Clerk was at a City address that the owner of the business had not resided at in many years. Second by Laycock. Motion carried.

- v. D24-007, D24-008 – 006-900-518-01 – 30 S Howell St**  
*Omitted Property per MCL 211.154, Amended Personal Property Statement, MCL 211.53b(5)(g) for 2023 & 2024*

Motion by Jaeger to remove the personal property from the roll for 2023 and 2024 due to duplicate assessment. The personal property is already accounted for under 006-900-099-55. Second by Laycock. Motion carried.

- vi. D24-009 – 006-900-529-00 – 57 Barry St**  
*Omitted Property per MCL 211.154, Amended Personal Property Statement, MCL 211.53b(5)(g) for 2024*

Motion by Jaeger to adjust the values based on those reported on the late filed statement. Second by Laycock. Motion carried.

*No action on items b. through n. and p. due to no petitions falling under those authority types.*

**o. MCL 211.7s – Poverty Exemption**

- i. D24-010 – 006-123-352-07 – 197 Union St**  
*Poverty Exemption, MCL 211.7u – 2024*

Motion by Jaeger to grant the exemption at 100% pending the submission of missing paperwork from the Petitioner. Second by Laycock. Motion carried.

- ii. D24-011 – 006-126-180-04 – 70 Marion St**  
*Poverty Exemption, MCL 211.7u – 2024*

Motion by Jaeger to grant the exemption at 100%. Second Laycock. Motion carried.

- iii. D24-012 – 006-227-252-03 – 64 Spring St**  
*Poverty Exemption, MCL 211.7u – 2024*

Motion by Laycock to table voting pending the submission of missing paperwork and additional information from the Petitioner. Second by Jaeger. Motion carried.

## Recess

Chair Laycock called the meeting to recess at 9:49 a.m. **A special meeting of the December Board of Review will be held on Friday, December 13, 2024 at 9:00 a.m.** allowing assessing staff time to contact Petitioners to request missing documentation and their appearance when the Board reconvenes.

---

## **December Board of Review – Special Meeting – Minutes** **Hillsdale City Hall, 2<sup>nd</sup> Floor Conference Room, 97 N Broad St, Hillsdale, MI 49242**

The special December meeting of the Board of Review began at 9:02 a.m.

### Present:

- D Kerry Laycock, Chair
- Becki Jaeger, Secretary
- Dennis Wainscott, Regular Member
- Kimberly Thomas, MAAO, Assessor (Advisory only – Not a voting member)
- Olivia Smith, MCAO, Appraiser (Clerical – Not a voting member)

### Public Present:

- Jonathan Wyatt, 64 Spring St

## **6. Communications and Petitions (Continued)**

**D24-010 – 006-123-352-07 – 197 Union St**  
*Poverty Exemption, MCL 211.7u – 2024*

Missing paperwork was completed by Petitioner and provided to the Board. Motion by Jaeger to grant the exemption at 100%. Second by Laycock. Motion carried.

**D24-012 – 006-227-252-03 – 64 Spring St**  
*Poverty Exemption, MCL 211.7u – 2024*

Additional financial information was provided by Mr. Wyatt. Motion by Jaeger to grant the exemption at 100%. Second by Laycock. Motion carried.

## **7. Old Business**

None

## **8. New Business**

- a. No recommendations presented for the 2025 poverty exemption guidelines.
- b. Members willing to serve for another term filled out updated bio forms and submitted them to the City Clerk for City Council consideration.

## **9. Assessor's Report**

- a. Not in a current audit cycle.



- b. Assessor Thomas discussed the unique nature of the pending MTT appeals.
- c. No pending STC appeals at this time.

**10. General Public Comment**

None

**11. Adjournment**

Motion made by Jaeger to adjourn the 2024 Board of Review. Second by Wainscott. Motion carried.  
Meeting adjourned at 9:19 a.m.

The next meeting(s) of the Board of Review will be in March of 2025. The meeting information is as follows:

**Organizational Meeting**  
**Taxpayer Appeal Hearings – Day 1**  
**Taxpayer Appeal Hearings – Day 2**

**Tuesday, March 4, 2025 @ 9:00 AM**  
**Monday, March 10, 2025, 9:00 AM – 3:00 PM**  
**Tuesday, March 11, 2025, 3:00 PM – 9:00 PM**

*Additional dates as needed*

Respectfully submitted,

Becki Jaeger, Secretary  
Becki Jaeger, Secretary

Year	Parcel Number	Comments	Petition /Docket	Class	School	Assessed Value	Taxable Value	PRE/MBT	Transfer	Corrected Assessed Value	Corrected Taxable Value	Corrected PRE/MBT EX	Corrected Transfer
2023	006-900-491-00	NO TAXABLE PERSONAL PROPERTY ON SITE HILLSDALE ANTIQUES AND COLLECTABLES 41 E BACON ST HILLSDALE, MI 49242	D24-002	003	30020	90,000	90,000	100.000	0.000	0	0	100.000	0.000
2024	006-900-529-00	SUBMITTED AMENDED PERSONAL PROPERTY STATEMENT FOR 2024 - LESS THAN \$180,000, MISSED FILING DEADLINE TO CLAIM EXEMPTION	D24-009	251	30020	90,000	90,000	100.000	0.000	300	300	100.000	0.000
		SALON 57 57 BARRY ST HILLSDALE, MI 49242											
2024	006-900-500-00	SUBMITTED AMENDED PERSONAL PROPERTY STATEMENT FOR 2024 - LESS THAN \$180,000, MISSED FILING DEADLINE TO CLAIM EXEMPTION.	D24-004	251	30020	90,000	90,000	100.000	0.000	4,700	4,700	100.000	0.000
2023	006-900-500-00	SUBMITTED AMENDED PERSONAL PROPERTY STATEMENT FOR 2023 - LESS THAN \$180,000, MISSED FILING DEADLINE TO CLAIM EXEMPTION.	D24-003	251	30020	90,000	90,000	100.000	0.000	5,500	5,500	100.000	0.000
		GENESIS HEALTH AND PERFORMANCE PLLC 3240 W CARLETON RD STE B HILLSDALE, MI 49242											
2024	006-900-514-00	NO TAXABLE PERSONAL PROPERTY ON SITE AS OF 12/31/2023. BUSINESS NOT LOCATED AT ADDRESS.	D24-006	003	30020	90,000	90,000	100.000	0.000	0	0	100.000	0.000
2023	006-900-514-00	NO TAXABLE PERSONAL PROPERTY ON SITE AS OF 12/31/2022. BUSINESS NOT LOCATED AT ADDRESS. KLEENCUT LAWN CARE 96 GLENDALE AVE HILLSDALE, MI 49242	D24-005	003	30020	90,000	90,000	100.000	0.000	0	0	100.000	0.000
2024	006-900-518-01	DUPLICATE ASSESSMENT - SAME DOCTOR AS ASSESSED AT 17 S MANNING ST	D24-008	003	30020	90,000	90,000	100.000	0.000	0	0	100.000	0.000
2023	006-900-518-01	DUPLICATE ASSESSMENT W/ 17 S MANNING ST CARDIOLOGY STRESS CENTER 30 S HOWELL ST HILLSDALE, MI 49242	D24-007	003	30020	90,000	90,000	100.000	0.000	0	0	100.000	0.000

Year	Parcel Number	Comments	Petition /Docket	Class	School	Assessed Value	Taxable Value	PRE/MBT	Transfer	Corrected Assessed Value	Corrected Taxable Value	Corrected PRE/MBT EX	Corrected Transfer
2024	006-126-180-04	POVERTY EXEMPTION GRANTED AT 100% YACKS, SARA M 70 MARION ST HILLSDALE, MI 49242	D24-011	401	30020	43,200	34,962	100.000	0.000	43,200	0	100.000	0.000
2024	006-227-252-03	POVERTY EXEMPTION GRANTED AT 100% WYATT, JONATHAN 64 SPRING ST HILLSDALE, MI 49242	D24-012	401	30020	41,700	37,905	100.000	0.000	41,700	0	100.000	0.000
2024	006-900-430-14	SUBMITTED AMENDED PERSONAL PROPERTY STATEMENT FOR 2024 - LESS THAN \$180,000, MISSED FILING DEADLINE TO CLAIM EXEMPTION.  HILLSDALE LUNCHBOX 42 UNION ST STE 14 HILLSDALE, MI 49242	D24-001	251	30020	90,000	90,000	100.000	0.000	3,100	3,100	100.000	0.000
2024	006-123-352-07	POVERTY EXEMPTION GRANTED AT 100% LOVELESS, KEVIN 197 UNION ST HILLSDALE, MI 49242	D24-010	401	30020	84,900	33,761	100.000	0.000	84,900	0	100.000	0.000
										183,400	13,600		

\*Winter PRE Change

THE BOARD OF REVIEW OF CITY OF HILLSDALE, HILLSDALE COUNTY, MICHIGAN HEREBY AFFIRMS THAT THE ABOVE INFORMATION IS CORRECT TO THE BEST OF OUR KNOWLEDGE

Signatures of Board of Review Members

Member  Member Becki Jagers Member  Member \_\_\_\_\_

Dated 12/13/2024

# **City of Hillsdale Agenda Item Summary**

**Meeting Date:**        **January 6, 2025**

**Agenda Item:**        **Consent**

**SUBJECT:**            **Airport Land Lease**

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

The Airport has a small parcel of ground that's not part of its' larger land lease that's split with another property owner. The Airport's portion of the parcel is 5 acres. The farmer who plants the entire parcel would like to continue utilizing the property for crops. The attached lease is for one year at \$125 per acre.

**RECOMMENDATION:**

City Council approve the lease as part of the Consent Agenda and authorize the City Manager to execute the paperwork.

# Land Lease

The terms of this lease shall be for 1 year.

Starting January 7, 2025 and Ending December 31, 2025.

Tenant agrees to pay landlord the sum of \$625.00 per year,

Computed at the rate of \$125.00 per acre for 5 acres.

The amount will be due before

November 1, 2025.

\_\_\_\_\_.

\_\_\_\_\_.

Land Lord: City of Hillsdale (Airport)

Social Security Number: \_\_\_\_\_

Address: 1967 Airport Rd

Hillsdale, MI 49242

Phone: 517-797-4833


Tenant: **Schoenberger Farms LLC**

**7890 North Adams Road**

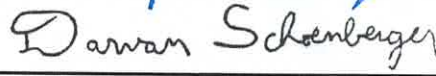
**North Adams, MI 49262**

**517-287-5818 / 517-398-3532**

Rodney Schoenberger



Darvan Schoenberger



- Schoenberger Farms LLC has Liability Insurance.

In a case of an accident, The Land Lord, is **not liable in any circumstance.**



## 2025 CITY OF HILLSDALE CHRISTMAS TREE RECYCLING PROGRAM

The City of Hillsdale Public Service Department crews will once again collect discarded natural Christmas Trees for recycling. Trees will be chipped and used for mulch in all city parks and both cemeteries. These chips will also be available to Hillsdale residents in the spring of 2025. The following schedule is tentative due to the possibility of severe weather conditions.

### CURBSIDE COLLECTION

Curbside collection of Christmas trees will take place on **Monday, January 13<sup>th</sup>**. Natural trees (only) must be placed at the curb area by 7 a.m. Monday, January 13<sup>th</sup>. No artificial trees will be accepted. The city requires that all plastic covers, decorations and tree stands be removed prior to placement at the curb. **City crews will make one circuit around town, collecting from each residence 1 time only. ONLY CHRISTMAS TREES WILL BE COLLECTED AT THIS TIME. NO OTHER BRUSH, LEAVES, ETC. WILL BE COLLECTED OR ALLOWED AT THE CURB.**

### TREE PLACEMENT

Trees must be placed on the terrace between the curb & sidewalk or near the shoulder if you reside in an area where there is no sidewalk or curb.

If you have any questions, please call the Department of Public Services at 517-437-6490. Thank you.

# Help Shape Your City

## M-99 Traffic Calming Plan (Road Diet)



## ALL ARE WELCOME

The City and the Michigan Department of Transportation (MDOT) are beginning the planning process to improve the downtown experience on M-99 (Broad Street) for residents and visitors alike.

Please come and share your insights!

**6 – 8 p.m. on Thursday, January 16, 2025**  
**Hillsdale Community Library**

11 East Bacon Street

# PRESS RELEASE



**FOR IMMEDIATE RELEASE**

Thursday, January 2, 2025

**Media Contact:** Kyrsten Newlon, Communications Manager

(517) 437-5236 (office), (269) 215-9164 (cell), [knewlon@hillsdalehospital.com](mailto:knewlon@hillsdalehospital.com)

## **Hospital Requests Responses to Community Health Needs Assessment *Survey open to Hillsdale County residents until February 14, 2025***

**HILLSDALE, Mich.**—Hillsdale Hospital opened their community health needs assessment survey to the residents of Hillsdale County for responses. The survey contains 40 questions, including demographic, health and healthcare experience questions, and can be found at [hillsdalehospital.com/survey](https://hillsdalehospital.com/survey).

All hospitals and health departments that receive federal funds are required to periodically complete community health needs assessment surveys. Hillsdale Hospital conducts this survey every three years in concurrence with their strategic planning.

“This survey is intended to identify health needs, gaps, assets and resources in our community,” said Chief Quality, Information and Technology Officer John Robertson. “The responses, along with published data about our community, will help us establish goals for the next three years to address the most significant of these healthcare needs.”

After the survey closes on February 14, 2025, leaders at the hospital will analyze the survey responses to determine what the public perceives as the most pressing healthcare needs in the community.

“The feedback we receive from our community plays an instrumental part in how we form our next steps as a hospital,” said President and Chief Executive Officer Jeremiah J. Hodshire. “Survey responses help us realize what matters the most to our community and what we need to do to ensure a healthy future for the families of Hillsdale County.”

Hillsdale County residents can take the survey at [hillsdalehospital.com/survey](https://hillsdalehospital.com/survey) or find a hard copy at a Hillsdale Hospital clinic, the local health department or Community Action Agency.

###

### **About Hillsdale Hospital**

Founded in 1915, Hillsdale Hospital is a community-based hospital providing high-quality healthcare in south central Lower Michigan. It is a 2022 Top 100 Rural & Community Hospital (The Chartis Center for Rural Health); a 2022 Top Workplace in Michigan (Detroit Free Press); and a 2023 Top Workplace USA and 2023 Healthcare Top Workplace (Engage). The hospital offers comprehensive care, including acute inpatient services, advanced radiology and imaging services, full-service laboratory, surgery, a state-of-the-art birthing center, emergency care, inpatient psychiatric care and more. The healthcare organization also delivers specialty care and owns and operates multiple outpatient clinics. Specialty care provided includes pulmonology and sleep disorders, orthopedics in affiliation with University of Toledo Medical Center, home care, a pain management clinic, short-stay rehab, vascular care and more. Two clinics provide accessible primary care, with Hillsdale Health & Wellness available for walk-ins and Reading Health Clinic offering same-day appointments. For more information, visit [www.hillsdalehospital.com](https://www.hillsdalehospital.com).



## Katy Price

---

**From:** David Mackie  
**Sent:** Thursday, January 2, 2025 10:31 AM  
**To:** Katy Price  
**Subject:** FW: Comcast Programming Advisory

Communication item.

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



---

**From:** Comcast Heartland [mailto:Comcast\_Heartland@comcast.com]  
**Sent:** Thursday, January 2, 2025 10:09 AM  
**Cc:** Woody, Eric <Eric\_Woody@comcast.com>  
**Subject:** Comcast Programming Advisory

Good morning,

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to update you that Comcast's right to continue carrying FuseTV HD and FM HD expired at 8:59pm Eastern time on December 31, 2024. As a result, absent a renewal of the agreement, we are not currently authorized to carry FuseTV HD and FM HD as part of our lineup. In your area, the change will impact the following channel(s):

- 1414 and 1638 respectively.

We always work to reach deals that make sense for our customers. To date, however, Comcast has been unable to reach an agreement to continue to carry FuseTV HD and FM HD content.

Since we are not currently authorized to carry FuseTV HD and FM HD programming, we have implemented a channel slate (advising of unavailability) on the channel and activated [www.xfinity.com/programmingchanges](http://www.xfinity.com/programmingchanges) to help keep our customers informed during this period. We will continue to provide updates to you and our customers as they become available.

Sincerely,

Eric Woody

Manager, External Affairs  
Comcast, Heartland Region  
41112 Concept Dr.  
Plymouth, MI 48170

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CONFIDENTIALITY NOTICE: This communication and any attachments may contain confidential and privileged information for the use of the designated recipient named above. If you are not the designated recipient, an employee, or agent responsible for delivering this message to the intended recipient, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution, or copying of it or its contents is strictly prohibited. If you receive this communication in error, please destroy all copies of this communication and any attachments and notify the sender immediately via phone, fax, or electronic mail. Thank you.

# City of Hillsdale

## Agenda Item Summary

**Meeting Date:** January 6, 2025

**Agenda Item:** New Business

**SUBJECT:** Mayoral Vacancy Election

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

City Charter Section 5.4(b) states, “Mid-term vacancies in the offices of mayor and council member shall continue to be filled for the unexpired portion of the term by election at the next regular state election.” Additionally, Section 641(1) of the Michigan Election Law [MCL 168.641(1)] provides that: “(1) Except as otherwise provided in this section, an election held under this act shall be held on 1 of the following regular election date: (a) The May regular election date, which is the first Tuesday after the first Monday in May. (b) The August regular election date, which is the first Tuesday after the first Monday in August. (c) The November regular election date, which is the first Tuesday after the first Monday in November.”

Upon legal review the City Attorney’s opinion is that the next regular state election is May 2025. Subsequently, the second state election would be August 2025. This opinion was followed up with a question of what happens if there are more than two candidates running for office. The City Attorney’s opinion on that question is that a primary election would be required if more than two candidates are running in order to get the candidate count down to two, based upon review of Section 3.12 of the City Charter and Section 321(1) of the General Election Law [MCL 168.321].

Attached are the May 6, 2025 regular State election deadlines. To be placed on the May ballot for either a primary or general election, candidates would need to have their nominating petitions in by Tuesday, January 21<sup>st</sup> at 4:00 pm. The cost to the city for each election would be approximately \$6,000, unless another jurisdiction has an item to be placed on the ballot, in which case there would be a cost split. After discussing the matter with the City Attorney and City Clerk it’s believed that the following option most closely meets the intent of Charter Section 5.4(b):

Set the general election for May and if a primary election is needed, that election would be held in May and the general election would occur in August.

In order to have either a primary or general election in May the City Council should be prepared to take action on this item at their January 6<sup>th</sup> meeting.

**RECOMMENDATION:**

City Council discuss the subject and in consultation with the City Attorney decide the best course of action.



## May 2025 Election Dates

### May 6, 2025 Regular Election

Tuesday, January 21, 2025	4:00 PM	Nominating petitions and Affidavits of Identity for partisan and nonpartisan candidates due.	<u>168.322</u>
Friday, January 24, 2025	4:00 PM	Written withdrawal requests for partisan and nonpartisan candidates due.	<u>168.322a</u>
Monday, January 27, 2025		Deadline for local clerk to forward names and addresses of partisan and nonpartisan candidates to county clerk.	<u>168.321</u>
Tuesday, January 28, 2025	5:00 PM	Deadline for petitions to place county or local ballot question on the May ballot to be filed with the applicable local or county clerk.	<u>168.646a</u>
Friday, January 31, 2025		Deadline for a recall petition to be filed for May election. (Local officials only face recall in May and November.)	<u>168.963</u>
Wednesday, February 5, 2025		Configuration set(s) for tabulator(s) must be selected, if conducting early voting.	<u>168.720j</u>
Wednesday, February 5, 2025		Local board of election commissioners that establishes an Election Day vote center must inform applicable county clerk that vote center will be established in city or township.	<u>168.523b</u>
Tuesday, February 11, 2025	4:00 PM	Deadline for ballot wording of proposals qualified to appear on May ballot certified to local or county clerks.	<u>168.646a</u>
Thursday, February 13, 2025		Local clerks receiving ballot wording must forward to county clerk.	<u>168.646a</u>
Thursday, February 20, 2025		Beginning of period for regular inspection of AV drop boxes to ensure compliance with requirements.	<u>168.761d</u>
Thursday, February 20, 2025		Beginning of period for required video monitoring of AV drop boxes (for all drop boxes ordered and installed after October 1, 2020).	<u>168.761d</u>
Friday, March 7, 2025		Location of each early voting site must be finalized (If early voting is occurring).	<u>168.720i</u>
Friday, March 7, 2025		Deadline for cities and townships to establish, move, or abolish a polling place for the May election. Beginning of period during which local legislative body or board of county	<u>168.662</u>





		election commissioners may not establish, move, or abolish a polling place, early voting site, or central polling place, unless damaged, destroyed or rendered inaccessible or unusable.	
Friday, March 7, 2025		Local clerk in a combined absent voter counting board agreement must inform applicable county clerk that an Election Day absent voter counting board has been authorized by local board of election commissioners.	<u>168.764d</u>
Saturday, March 22, 2025		Beginning of period during which clerk must make reasonable effort to verify or reject AV ballot application or AV ballot return envelope by the end of the business day after the application or envelope is received.	<u>168.766b</u>
Saturday, March 22, 2025		County clerk must provide each municipal clerk or early voting site coordinator with programming for electronic voting equipment to be used at early voting site.	<u>168.720j</u>
Saturday, March 22, 2025		Deadline for clerks to electronically transmit or mail (as requested) an absent voter ballot to each absent UOCAVA (uniformed services or overseas) voter who applied for an absent voter ballot 45 days or more before the election (MOVE deadline).	<u>168.759a;</u> <u>Mich Const.</u> <u>Art II Sec 4</u>
Saturday, March 22, 2025		Deadline for county clerks to deliver absent voter ballots for the May election to local clerks.	<u>168.714</u>
Saturday, March 22, 2025		Notice of polling place or early voting site must be provided for sites newly established or changed by 60 days before Election Day.	<u>168.662</u>
Thursday, March 27, 2025		Absent voter ballots must be available for issuance to voters.	<u>Mich.</u> <u>Const. Art II Sec 4</u>
Thursday, March 27, 2025		Beginning of period secure drop boxes must be accessible 24 hours each day (until 8:00 p.m. on Election Day).	<u>Mich.</u> <u>Const. Art II Sec 4</u>
Tuesday, April 1, 2025		Beginning of period of required daily collection of election materials from AV drop boxes on each day clerk's office is open.	<u>168.761d</u>
Monday, April 7, 2025		Beginning of optional early voting period.	<u>168.720e</u>
Monday, April 7, 2025		Deadline for notice of days and hours for voter registration at clerk's office to be published in the newspaper. If considered advisable by the township or city clerk, notice may also be posted in at least two conspicuous places in each precinct. Notice must include offices and proposals that will be on the ballot.	<u>168.498</u>





Monday, April 7, 2025		Deadline for clerk to post and enter into QVF any additional locations and hours that clerk will be available to issue and receive absent voter ballots, if applicable.	<u>168.761b</u>
Monday, April 7, 2025		Deadline for clerk to post and enter into QVF the hours the clerk's office will be open on the Saturday or Sunday (or both) immediately before the election to issue and receive absent voter ballots.	<u>168.761b</u>
Tuesday, April 8, 2025		Clerks intending to process or tabulate AV ballots before Election Day must submit written notice to the Secretary of State.	<u>168.765a</u>
Tuesday, April 15, 2025		Deadline for notice of temporary change to early voting site, if applicable and if offering 9 days of early voting (otherwise deadline is 21 days prior to the first day of early voting).	<u>168.662</u>
Tuesday, April 15, 2025		Deadline for election inspectors for the election to be appointed by local election commission.	<u>168.674</u>
Friday, April 18, 2025		Deadline to post notice on website (if available) and in clerk's office of the location, dates, hours, and number of election inspectors for AV counting place if processing and tabulating AV ballots before Election Day.	<u>168.765a</u>
Monday, April 21, 2025		Deadline to register by mail or online and be eligible to vote for the May election.	<u>168.497</u>
Tuesday, April 22, 2025		In-person registration with local clerk with proof of residency allowed between this date and the day before Election Day.	<u>168.497</u>
Friday, April 25, 2025	4:00 PM	Write-in candidates' declaration of intent form due to respective filing official.	<u>168.737a</u>
Friday, April 25, 2025	5:00 PM	Deadline for voters to submit a written request to spoil their absent voter ballot and receive a new absent voter ballot by mail.	<u>168.765b</u>
Friday, April 25, 2025	5:00 PM	Deadline for voters who have returned their absent voter ballot to submit a written request in person to spoil their absent voter ballot and receive a new absent voter ballot in the clerk's office.	<u>168.765b</u>
Saturday, April 26, 2025		Deadline for county clerks to deliver remainder of ballots and election supplies for the May election to local clerks.	<u>168.714</u>
Monday, April 28, 2025		Cities or townships with a population of at least 5,000 may begin processing and tabulating AV ballots.	<u>168.765a</u>





Tuesday, April 29, 2025		Deadline to publish notice of election. One notice required	<u>168.653a</u>
Thursday, May 1, 2025		Deadline for public logic and accuracy test to be conducted by applicable election commission. Notice of accuracy test must be published at least 48 hours before test. (MCL 168.798) If conducting early voting, public logic and accuracy test must be conducted 5 days before start of early voting. (MCL 168.720j)	<u>168.778R</u>
Thursday, May 1, 2025		Beginning of period when clerk must verify or reject AV ballot application or AV ballot return envelope by the end of the day the application or envelope is received.	<u>168.766b</u>
Friday, May 2, 2025	4:00 PM	Deadline for an applicant to cure a signature deficiency on AV application and receive an AV ballot by mail.	<u>168.761</u>
Friday, May 2, 2025	5:00 PM	Deadline for clerks to send an absent voter ballot by mail.	<u>168.759</u>
Friday, May 2, 2025	5:00 PM	Deadline for voters who have lost their absent voter ballot or not yet received their ballot in the mail to submit a written request to spoil their absent voter ballot and receive a new absent voter ballot in the clerk's office or by mail.	<u>168.765b(5)</u>
Friday, May 2, 2025		Municipal clerk must post on website the location where precinct canvass of early votes for the municipality will take place and time precinct canvass will begin, if conducting early voting (canvass cannot begin before 8:00 p.m. on Election Day).	<u>168.720j</u>
Friday, May 2, 2025		Eligible city or township that establishes Election Day vote center must post notice of establishment and location of vote center on website and in clerk's office.	<u>168.523b</u>
Sunday, May 4, 2025		Last day of early voting period (optional in local elections).	<u>Mich. Const. Art II Sec 4</u>
Monday, May 5, 2025	4:00 PM	Deadline for voters who have lost their absent voter ballot or not yet received their ballot in the mail to submit a written request to spoil their absent voter ballot and receive a new absent voter ballot in the clerk's office.	<u>168.765b(7)</u>
Monday, May 5, 2025		Any city or township may begin processing and tabulating AV ballots.	<u>168.765a</u>
<b>Tuesday, May 6, 2025</b>	<b>7:00 AM – 8:00 PM</b>	<b>Election Day</b>	<u><b>168.641</b></u>





Tuesday, May 6, 2025	4:00 PM	Deadline for emergency absentee voting (begins Friday at 5:00 p.m.).	<u>168.759b</u>
Tuesday, May 6, 2025	8:00 PM	Election Day registrants may obtain and vote an absent voter ballot in person in clerk's office or vote in person in the proper precinct.	<u>168.761</u>
Thursday, May 8, 2025	9:00 AM	Deadline for Boards of County Canvassers to meet to canvass election.	<u>168.821</u>
Friday, May 9, 2025	5:00 PM	Deadline for voter to cure the signature on AV ballot return envelope, allowing an otherwise valid ballot to be accepted for tabulation.	<u>168.766</u>
Monday, May 12, 2025		Deadline for a ballot submitted by a MOVE voter and postmarked on or before Election Day to be deemed timely received and counted.	<u>168.759a</u>
Monday, May 12, 2025		Deadline for local clerk to deliver ballots with a signature that was cured after Election Day and by 5:00 p.m. the third day after Election Day to the county clerk.	<u>168.766</u>
Tuesday, May 13, 2025		Deadline for local clerk to deliver MOVE ballots received within 6 days of Election Day to the county clerk.	<u>168.759a</u>





# City of Hillsdale

**SUBJECT: Proposed 2025 Special Assessment District for Street Projects**

**PREPARED BY: Kristin Bauer, City Engineer**

**APPROVED BY: David Mackie, City Manager**

**MEETING DATE: January 6, 2025**

One of City Council's primary goals is to address the declining quality of the city's street and infrastructure systems. City staff has utilized the Special Assessment process as delineated in the City of Hillsdale's Code of Ordinances, Article V.-Finances, Division 3.-Special Assessments and any other applicable sections of the City Charter and/or Code of Ordinances to facilitate these projects.

The Department of Public Services (DPS) Director, City Engineer and City Manager respectfully present the construction drawings and engineer estimates for the following proposed Special Assessment Districts (SAD) for the 2025 calendar year.

**Proposed SAD 2025-9 – Arch Avenue – from Carleton Road (M-99) to Mechanic Road  
0.34 miles (Estimated 15 parcels in the SAD) – Engineering Est.: \$369,000**

**Proposed SAD 2025-10 – Monroe Street – from West Street to Hillsdale Street  
0.22 miles (Estimated 13 parcels in the SAD) – Engineering Est.: \$738,000**

**Proposed SAD 2025-11 – Barry Street – from Broad Street (M-99) to West Street  
0.30 miles (Estimated 30 parcels in SAD)  
Engineering Est. (Street): \$382,000  
Engineering Est. (Water/Sanitary): \$226,000, not included in possible SAD**

## **Recommendation:**

No City Council action required at this time.

City staff, at the February 3, 2025 City Council meeting, will request a Public Hearing be set, per City Ordinances, to consider comments regarding creation of the SAD for each of the above listed areas. The public hearing will be requested to be held at the March 3, 2025 City Council meeting. This will allow city staff time to complete the required notifications required by the City Ordinances.



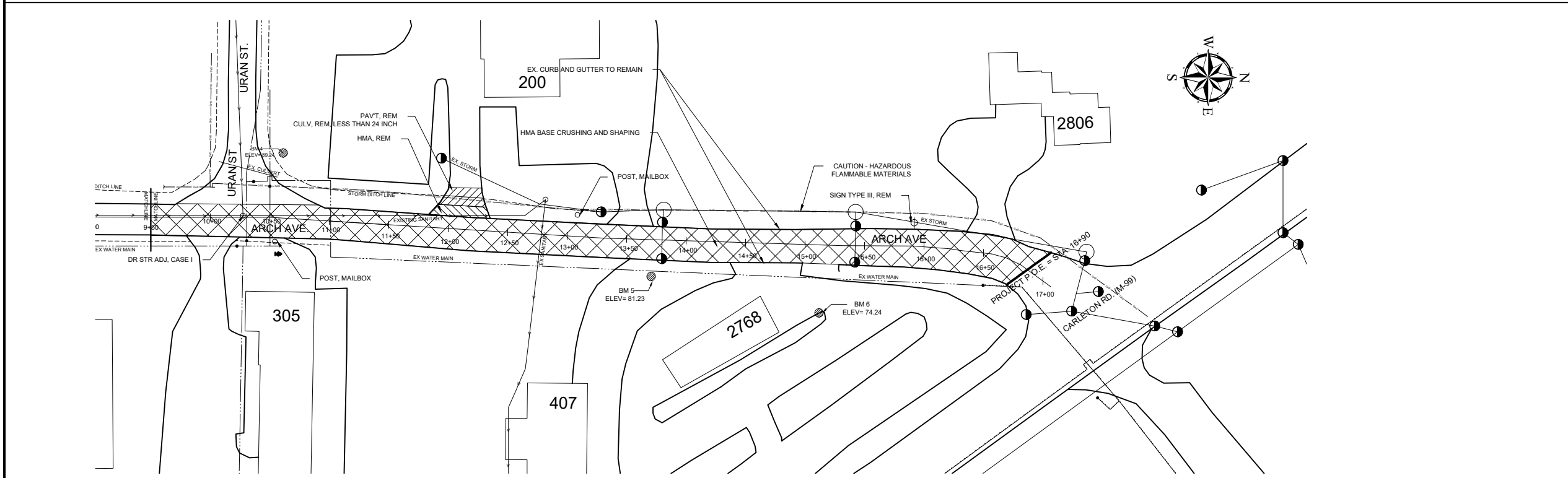
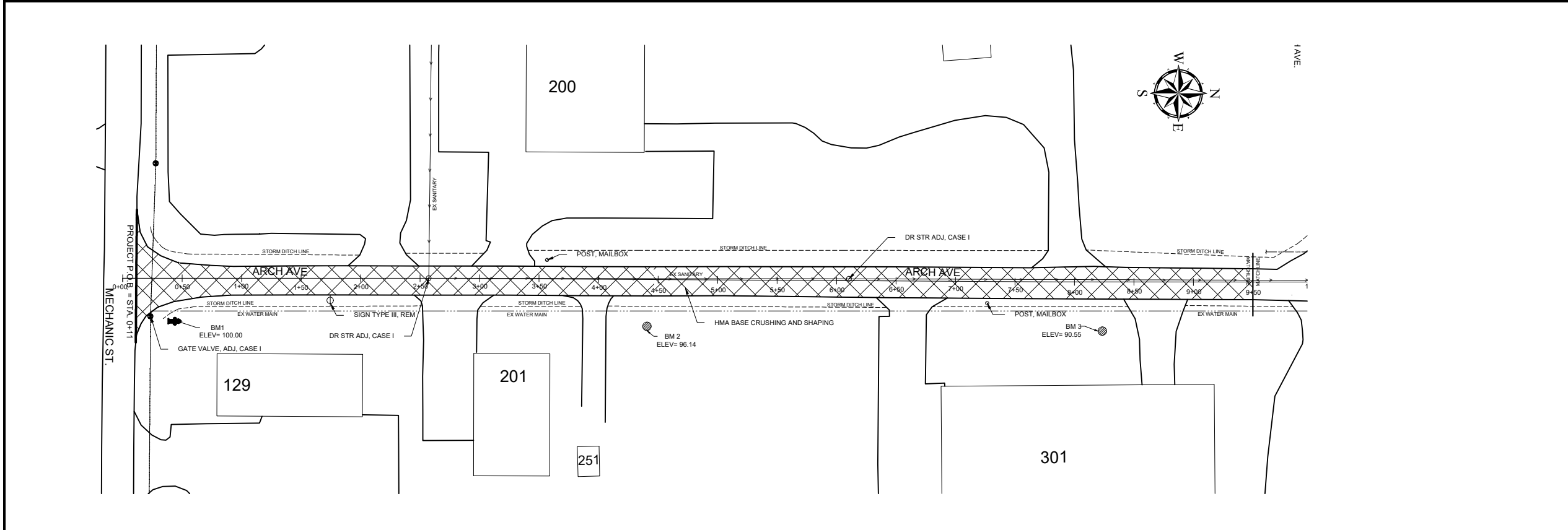
97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	

**CITY OF HILLSDALE  
HILLSDALE, MI  
ARCH AVENUE  
STREET IMPROVEMENTS**

**REMOVALS AND UTILITIES**

SCALE 1" = 100'		
	NAME	DATE
DESIGNED	KLB	7/18/23
DRAWN	ES	7/20/23
CHECKED	JB	12/27/24
DRAWING NO. <b>C1</b>		



- EXISTING UTILITY LEGEND**
- WATER MAIN
  - STORM CATCH BASIN
  - SANITARY SEWER
  - STORM DITCH/CULVERTS
  - WATER VALVE OR CURB STOP
  - ⊕ FIRE HYDRANT
  - GAS — GAS LINE

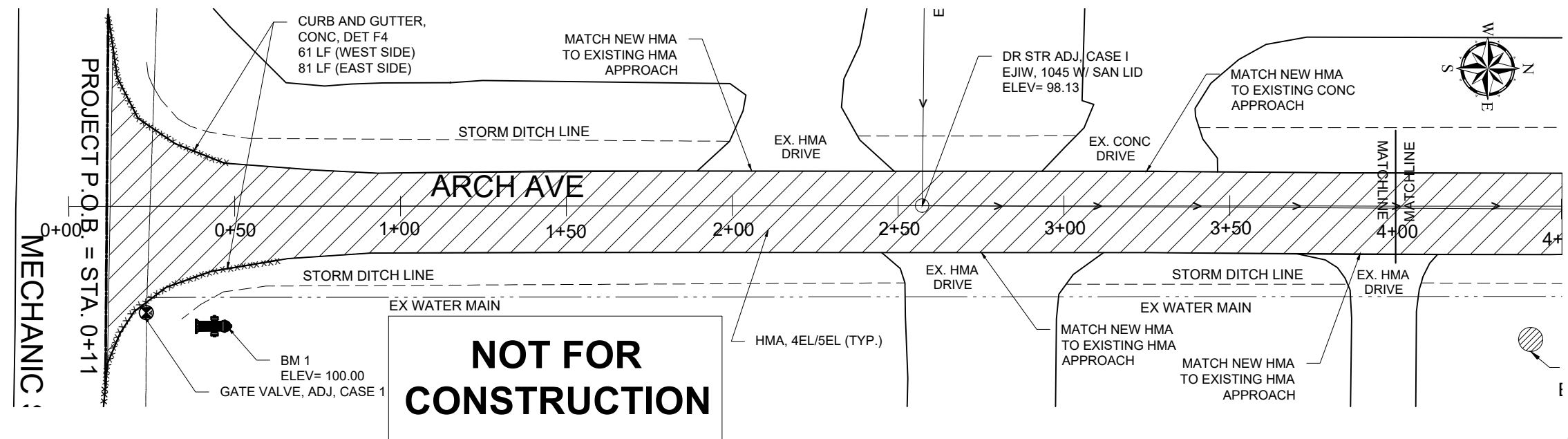
- REMOVAL LEGEND**
- ▨ HMA BASE CRUSHING AND SHAPING
  - ▨ PAVT, REM
  - ▨ HMA SURFACE, REM
  - POST, MAILBOX
  - ⊕ SIGN TYPE III, REM

**NOT FOR  
CONSTRUCTION**

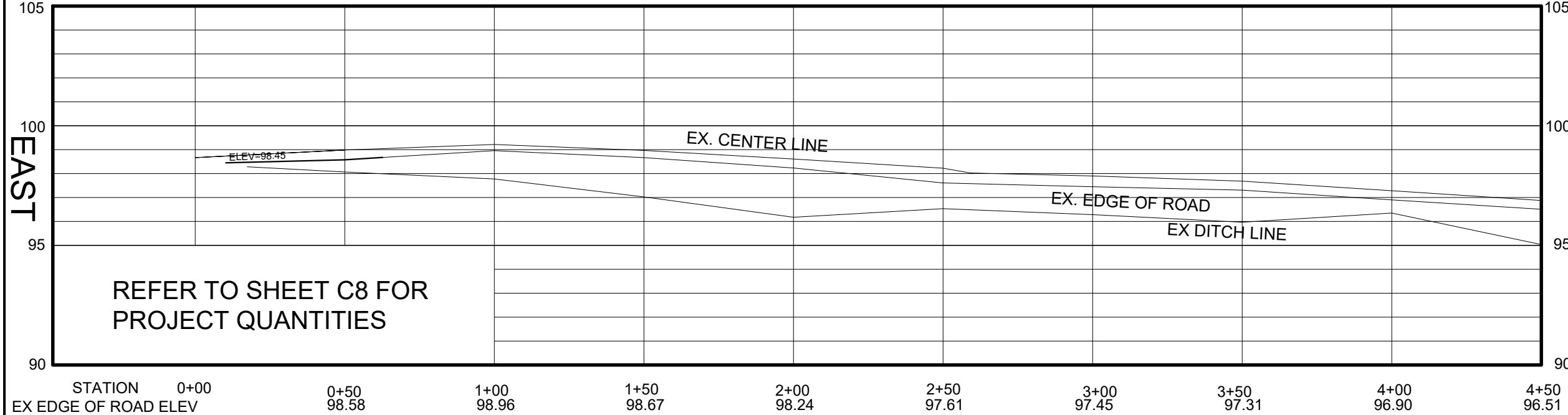
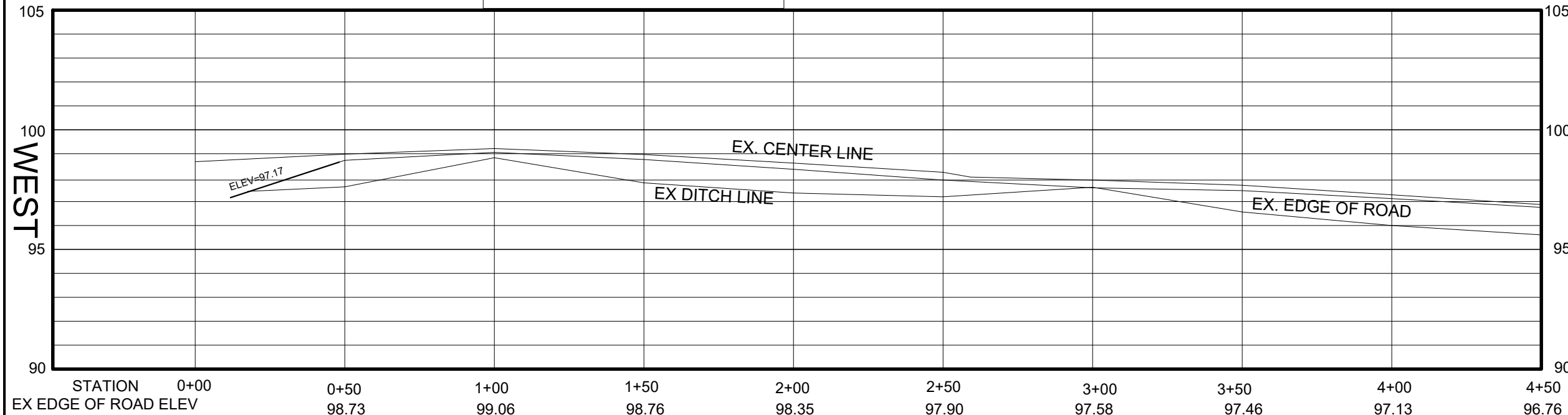
REFER TO C8 FOR TYPICAL  
NOTES AND CONSTRUCTION  
DETAILS.

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	



**NOT FOR  
CONSTRUCTION**



REFER TO SHEET C8 FOR  
PROJECT QUANTITIES

CITY OF HILLSDALE  
HILLSDALE, MI  
ARCH AVE  
STREET IMPROVEMENTS

CONSTRUCTION - STA 0+11 TO 4+00

SCALE:  
1" = 40'

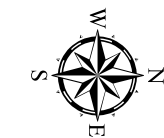
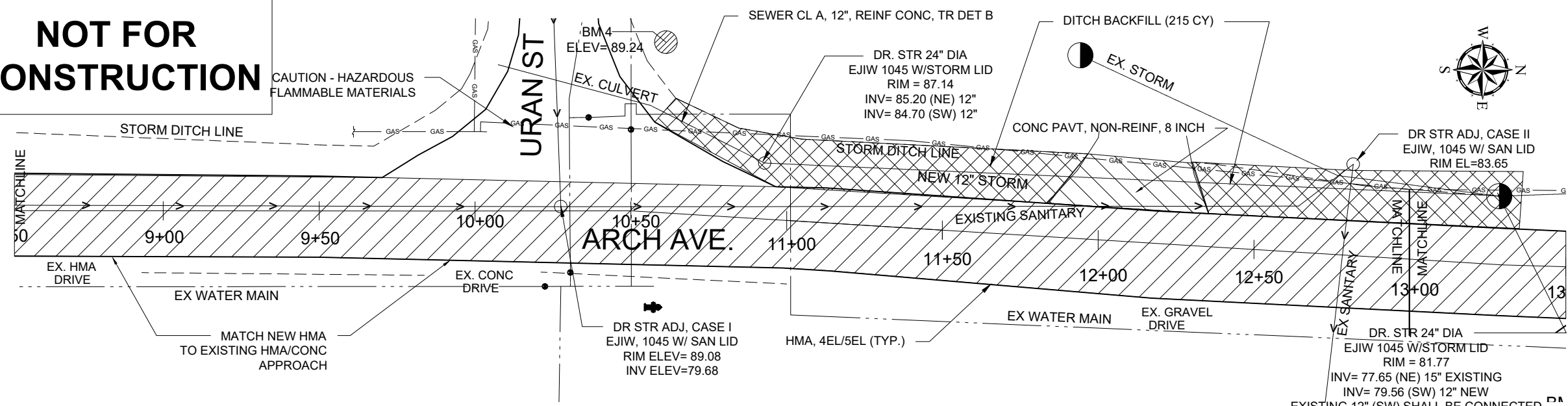
	NAME	DATE
DESIGNED	KLB	7/18/23
DRAWN	ES	7/20/23
CHECKED	JB	12/27/24

DRAWING NO.  
**C2**



**NOT FOR CONSTRUCTION**

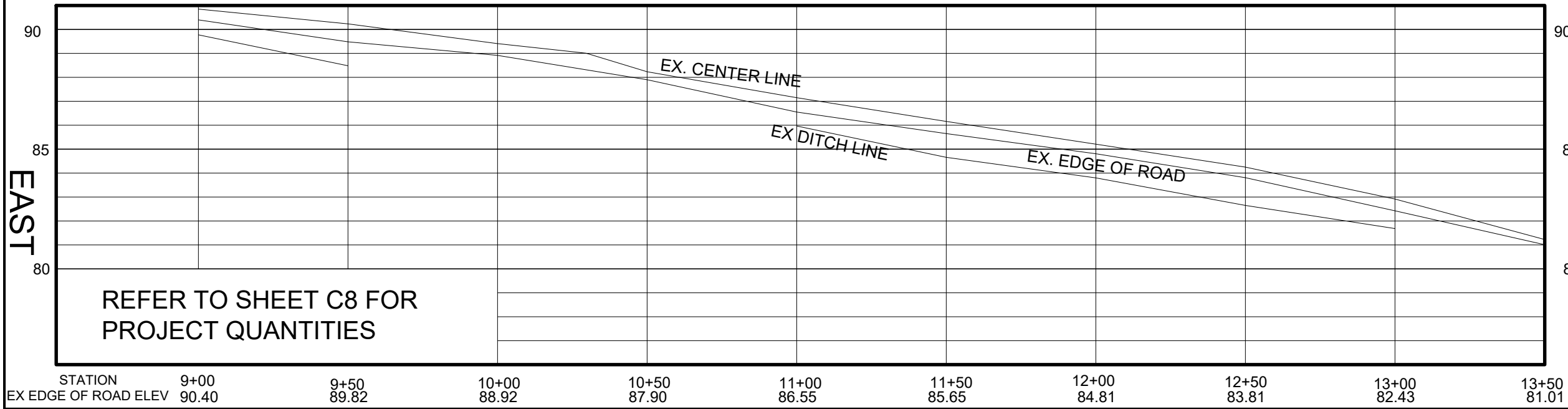
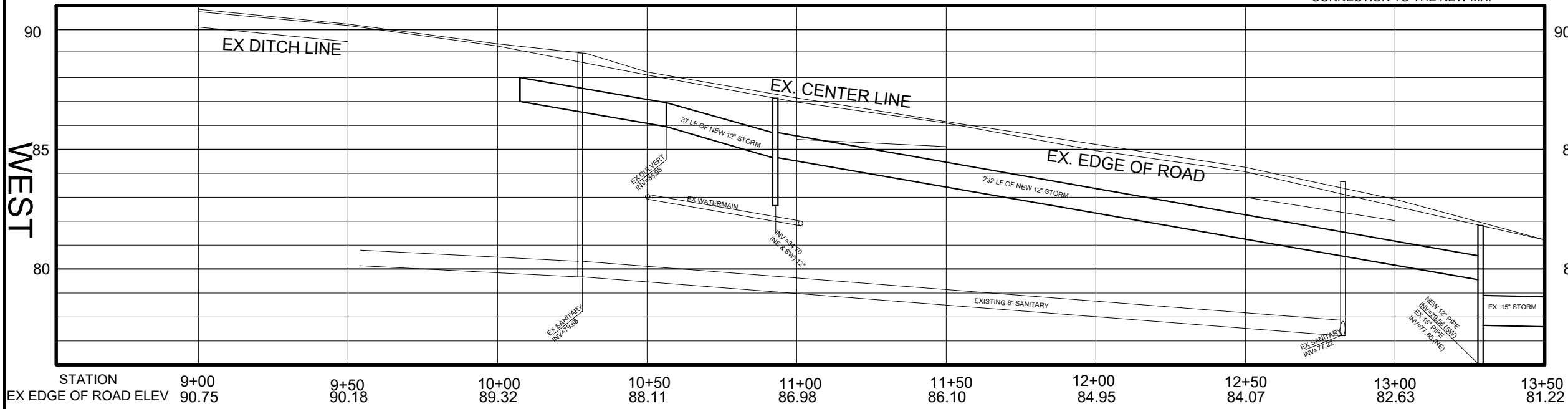
CAUTION - HAZARDOUS FLAMMABLE MATERIALS



The City of  
**HILLSDALE**  
Family • Tradition • Opportunity

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	



REFER TO SHEET C8 FOR PROJECT QUANTITIES

CITY OF HILLSDALE  
HILLSDALE, MI  
ARCH AVENUE  
STREET IMPROVEMENTS

CONSTRUCTION - STA. 8+50 TO 13+00

SCALE:  
1"=40'

	NAME	DATE
DESIGNED	KLB	7/18/23
DRAWN	ES	7/20/23
CHECKED	JB	12/27/24

DRAWING NO.

**C4**

97 N BROAD ST.  
HILLSDALE, MI 49242

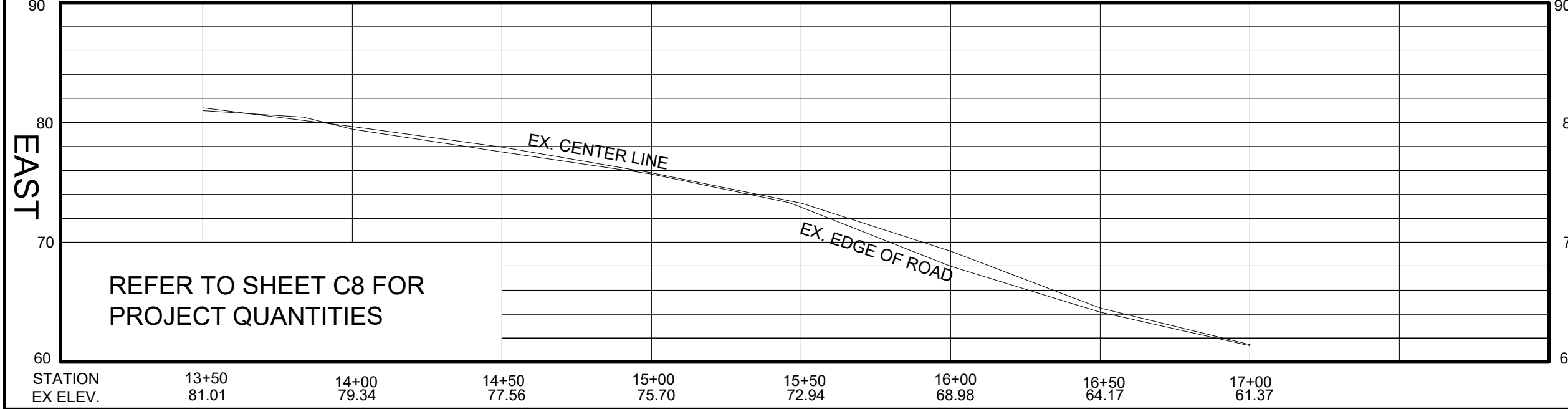
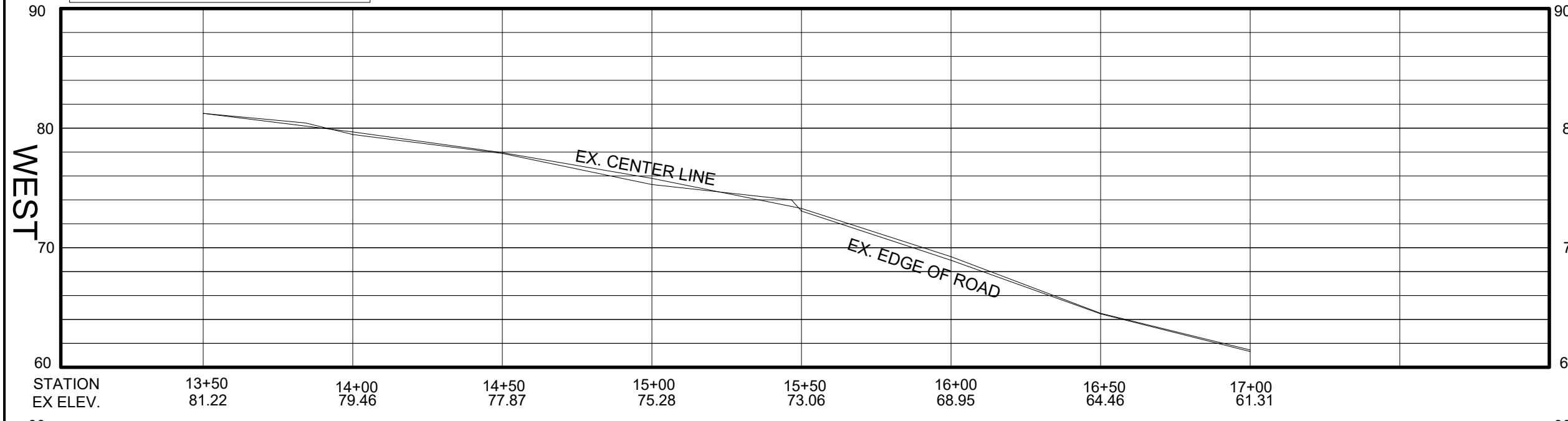
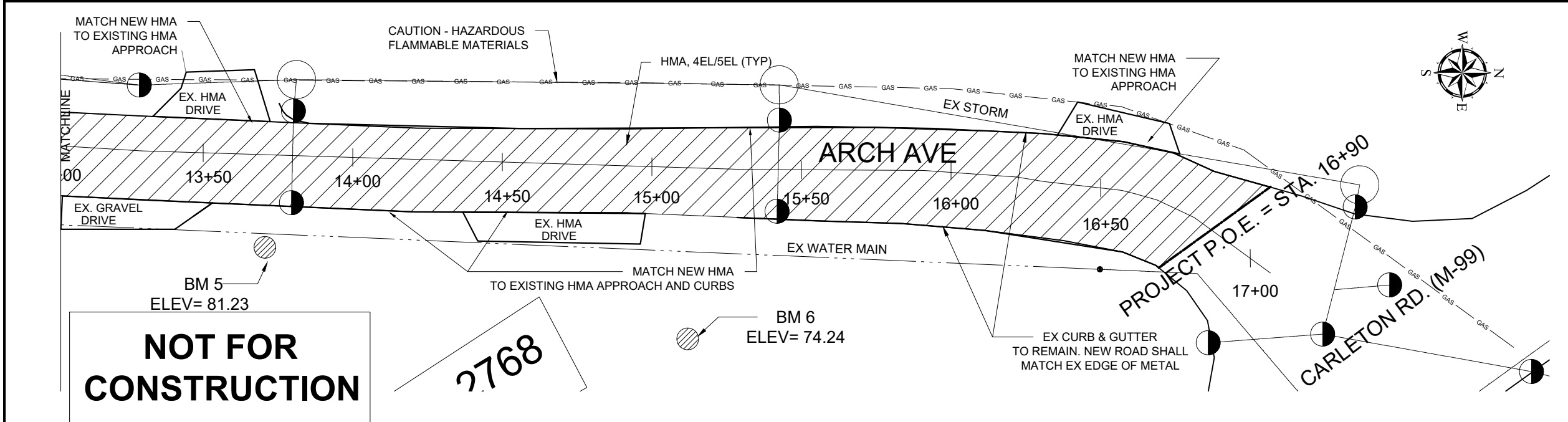
REVISIONS	DATE
ISSUED FOR BIDDING	

CITY OF HILLSDALE  
 HILLSDALE, MI  
**ARCH AVENUE**  
**STREET IMPROVEMENTS**  
 CONSTRUCTION - STA. 13+00 TO 16+90

SCALE:  
1"=40'

	NAME	DATE
DESIGNED	KLB	7/18/23
DRAWN	ES	7/20/23
CHECKED	JB	12/27/24

DRAWING NO.  
**C5**



REVISIONS	DATE
ISSUED FOR BIDDING	

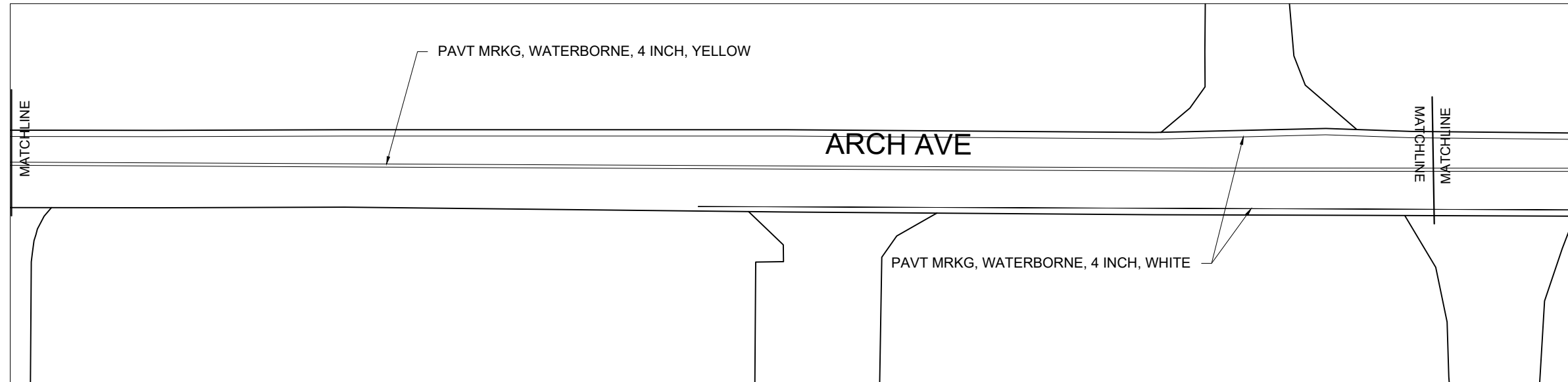
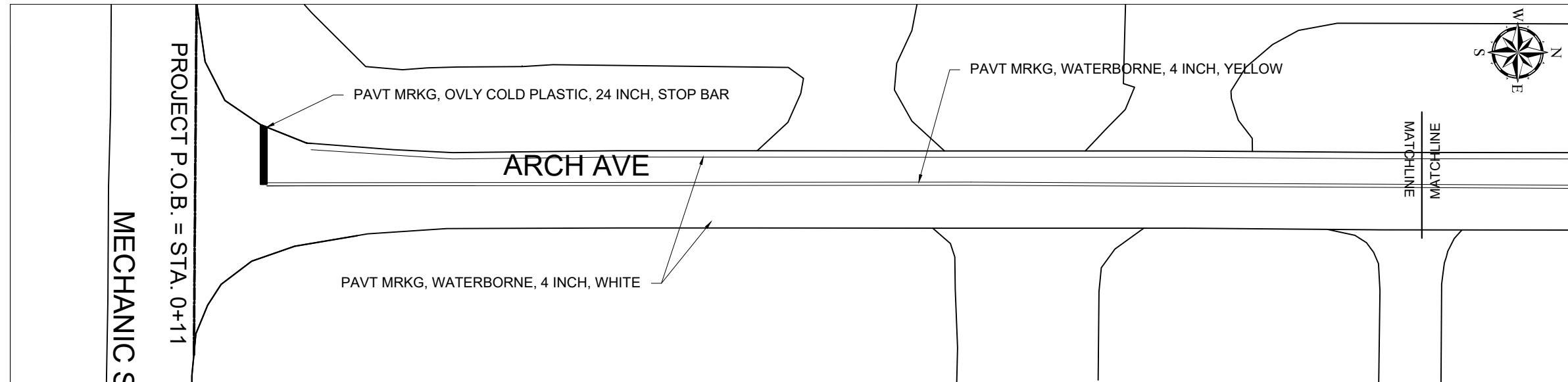
**CITY OF HILLSDALE  
HILLSDALE, MI  
ARCH AVENUE  
STREET IMPROVEMENTS**

**PAVEMENT MARKINGS**

SCALE:  
1"=40"

	NAME	DATE
DESIGNED	KLB	7/18/23
DRAWN	ES	7/20/23
CHECKED	JB	12/27/24

DRAWING NO.  
**C6**



<b>PROJECT QUANTITIES - SHEETS C6 &amp; C7</b>			
ITEM CODE	QUANTITY	UNIT	DESCRIPTION
8110045	40	FT	PAVT MRKG, OVLY COLD PLASTIC, 24 INCH, STOP BAR
8110231	2300	FT	PAVT MRKG, WATERBORNE, 4 INCH, WHITE
8110232	3236	FT	PAVT MRKG, WATERBORNE, 4 INCH, YELLOW

**NOT FOR  
CONSTRUCTION**



97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	

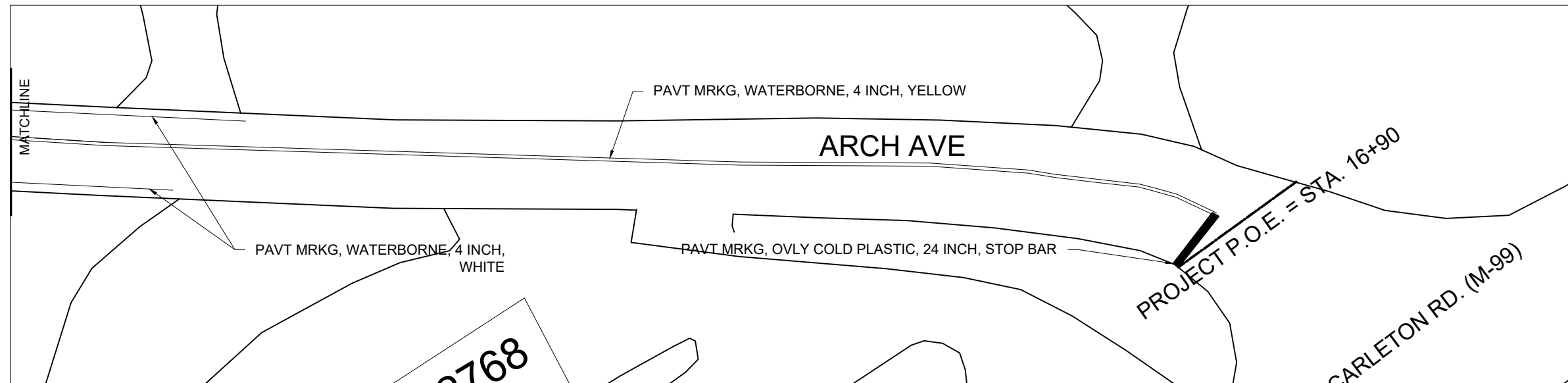
**CITY OF HILLSDALE  
HILLSDALE, MI  
ARCH AVENUE  
STREET IMPROVEMENTS**

**PAVEMENT MARKINGS**

SCALE:  
1"=40'

	NAME	DATE
DESIGNED	KLB	7/18/23
DRAWN	ES	7/20/23
CHECKED	JB	12/27/24

DRAWING NO.  
**C7**



**NOT FOR  
CONSTRUCTION**

97 N BROAD ST.  
HILLSDALE, MI 49242

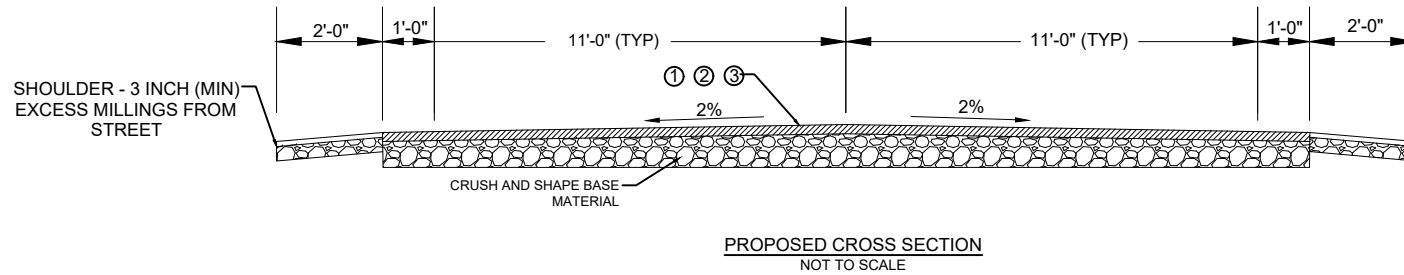
REVISIONS	DATE
ISSUED FOR BIDDING	

**CITY OF HILLSDALE**  
**HILLSDALE, MI**  
**ARCH AVENUE**  
**STREET IMPROVEMENTS**  
**CONSTRUCTION DETAILS**

SCALE		
NOT TO SCALE		
	NAME	DATE
DESIGNED	KLB	7/18/23
DRAWN	ES	7/20/23
CHECKED	JB	12/27/24
DRAWING NO.		
<b>C8</b>		

HMA APPLICATION TABLE						
COURSE	TYPE	ITEM	EST. YIELD	BINDER GRADE	AWI	REMARKS
①	BASE	4EL	220 LBS/SYD	PG 58-28	-	
②	LEVELING	4EL	165 LBS/SYD	PG 58-28	-	
③	TOP	5EL	165 LBS/SYD	PG 58-28	260	

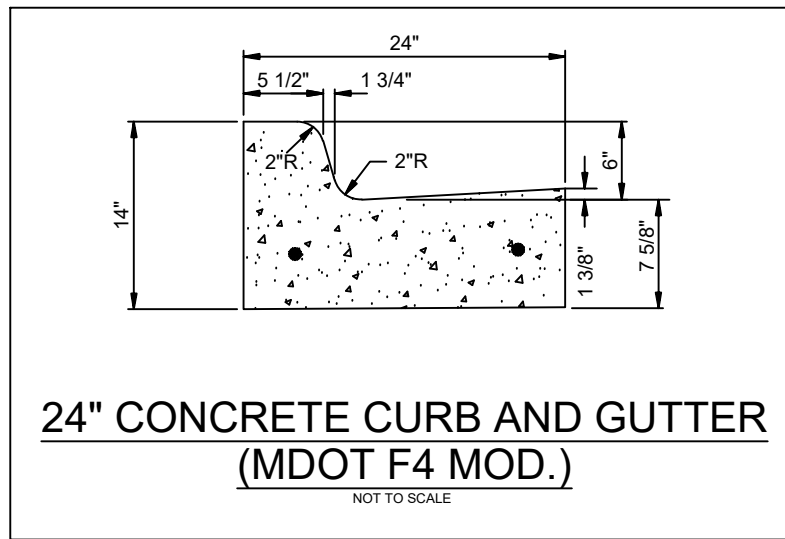
**NOTE:** BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES OF HMA (PAYMENT INCLUDED IN HMA MIX). APPLICATION RATE 0.05 - 0.15 GAL/SYD SS-IH, AS DIRECTED BY ENGINEER.



**PROJECT QUANTITIES (SHEET C1 TO C5) - TOTAL**

QUANTITY	UNIT	DESCRIPTION
1	EA	CULV, REM, LESS THAN 24 INCH
60	SY	PAVT, REM
50	SY	HMA SURFACE, REM
150	CY	SUBGRADE UNDERCUTTING, TYPE II
215	CY	DITCH BACKFILL
7	EA	EROSION CONTROL, INLET PROTECTION, FABRIC DROP
330	SY	AGGREGATE BASE (22A), CONDITIONING
5000	SY	HMA BASE CRUSHING AND SHAPING
291	SY	SHOULDER, 3 INCH (MILLINGS)
270	LF	SEWER, CLASS II, 12 INCH, TR DET B
3	EA	DR STRUCTURE COVER, ADJ, CASE I
1	EA	DR STRUCTURE COVER, ADJ, CASE II
2	EA	DR STRUCTURE, 24 INCH DIA
2	EA	EJIW, 1045 W/STORM LID
4	EA	EJIW, 1045 W/ SAN LID
1100	TON	HMA, 4EL
450	TON	HMA, 5EL
78	SY	DRIVEWAY, NON-REINF, 8 INCH
142	LF	CURB & GUTTER, CONC, F-4
4	EA	POST, MAILBOX
2	EA	SIGN, TYPE III, REM
1500	SY	TURF ESTABLISHMENT
1	EA	GATE VALVE, ADJ, CASE 1

**NOT FOR CONSTRUCTION**



**CONSTRUCTION NOTES (APPLICABLE TO ALL SHEETS, AS NEEDED):**

**EXISTING WATER MAINS AND SEWERS:** THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO PROPERLY IDENTIFIED EXISTING WATER MAINS AND/OR SEWER DURING THE CONSTRUCTION OF THIS PROJECT.

**CONCRETE CURB & GUTTER:** NEW CURB & GUTTER SHALL BE F-4 TYPE CONSTRUCTED IN ACCORDANCE WITH MDOT STANDARD PLAN R-30-G. SECTIONS LONGER THAN 10'-0" WILL REQUIRE 2-#4 EPOXY COATED REINFORCING BARS.

**ADJUSTMENT OF DRAINAGE STRUCTURES:** IT IS THE CONTRACTOR'S RESPONSIBILITY TO PLACE THE LOCATION AND ELEVATION OF ALL CASTINGS PROPERLY ALIGNED WITH THE PROPOSED CURB OR WITHIN THE STREET. ADJUSTMENT OF CASTINGS ON EXISTING STRUCTURES WILL BE PAID AS DR STRUCTURE COVER, ADJ, CASE 1 OR 2. THESE ITEMS INCLUDE ALL BLOCK OR ADJUSTING RINGS AS NECESSARY FOR PROPER ADJUSTMENT.

**SALVAGE:** THE CITY RESERVES THE RIGHT TO SALVAGE ALL EXISTING MATERIALS (CASTINGS, HYDRANTS, ETC). MATERIALS DESIRED TO BE SALVAGED SHALL BE STOCKPILED WITHIN THE PROJECT LIMITS FOR THE CITY TO PICK UP. ITEMS THE CITY DOES NOT WANT WILL BE BECOME PROPERTY OF THE CONTRACTOR.

**LAWN SPRINKLERS:** OWNERS OF EXISTING LAWN SPRINKLER SYSTEMS AND/OR LANDSCAPING SHALL BE NOTIFIED, IN WRITING WITH A COPY SENT TO THE CITY ENGINEER, BY THE CONTRACTOR TWO WEEKS IN ADVANCE OF ANY WORK THAT WILL EFFECT THOSE SYSTEMS/LANDSCAPING. IF THE OWNER FAILS TO RELOCATE THE ITEMS PRIOR TO THE BEGINNING OF WORK AND THE SYSTEM IS CUT THE CONTRACTOR SHALL CAP THE SYSTEM PIPE AND WITNESS THE LOCATION WITH A STAKE. SALVAGED SPRINKLER HEADS SHALL BE PLACE ON THE OWNERS PROPERTY. ANY LANDSCAPING ITEMS NOT MOVED SHALL BE CAREFULLY SALVAGED AND PLACED ON THE OWNERS PROPERTY.

**NOTICE TO RESIDENTS:** THE CONTRACTOR SHALL NOTIFY RESIDENTS 24 HOURS IN ADVANCE OF DISTRUPTION TO SERVICE SUCH AS DRIVEWAYS CLOSING.

**LANDSCAPE RETORATION:** AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED SMOOTH AND RESTORED WITH 4" OF NEW TOPSOIL, SEEDED AND MULCHED PER THE SPECIFICATION REQUIREMENTS FOR TURF ESTABLISHMENT.

**MAINTAINING TRAFFIC:** CONTRACTOR SHALL MAINTAIN ACCESS TO LOCAL RESIDENTS AND EMERGENCY VEHICLES DURING CONSTRUCTION. IT IS UNDERSTOOD THAT THERE MAY BE TIMES WITH SEVERLY LIMITED ACCESS. THE CONTRACTOR SHALL LEAVE THE SITE AT THE END OF THE WORK DAY SUCH THAT RESIDENTS CAN ACCESS THEIR DRIVEWAYS.

**PUBLIC UTILITIES:** THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO VERIFY THEIR ACCURACY OR THE RESPONSIBILITY IN CASE UTILITIES HAVE BEEN REMOVED OR CONSTRUCTED.

<p><b>GAS:</b></p> <p>MICHIGAN GAS UTILITY 70 SAUK RIVER DRIVE COLDWATER, MI 49036 P - 517-781-0511 ATTN: DONALD SEEKMAN donald.seekman@michigangasutilities.com</p>	<p><b>ELECTRIC:</b></p> <p>CITY OF HILLSDALE BPU 45 MONROE STREET HILLSDALE, MI 49242 P - 517-437-6417 ATTN: JAKE HAMMEL jhammel@hilldalebpu.com</p>
<p><b>CABLE TELEVISION:</b></p> <p>COMCAST 16718 US 12 CEMENT CITY, MI 49233 P - 734-359-1669 ATTN: JEFF DOBIES</p>	<p><b>TELEPHONE:</b></p> <p>AT&amp;T 1041 HURST ROAD JACKSON, MI 49201 P - 517-750-0660 ATTN: KAREN TRUDGEN karen.m.trudgen@att.com</p>
<p><b>WATER/SEWER:</b></p> <p>CITY OF HILLSDALE BPU 45 MONROE STREET HILLSDALE, MI 49242 P - 517-437-6412 ATTN: JEFF GIER jgier@hilldalebpu.com</p>	<p><b>PUBLIC WORKS:</b></p> <p>CITY OF HILLSDALE 149 WATER WORKS AVE HILLSDALE, MI 49242 517-437-6491 ATTN: JASON BLAKE jblake@cityofhilldale.org</p>

THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONFLICTS IN GRADE SHALL BE REPORTS TO THE CITY ENGINEER AND ADJUSTMENTS MADE AT NO ADDITIONAL COST TO THE OWNER.

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	

CITY OF HILLSDALE  
HILLSDALE, MI  
ARCH AVENUE  
STREET IMPROVEMENTS

TRAFFIC CONTROL

SCALE:  
NTS

	NAME	DATE
DESIGNED	KLB	7/18/23
DRAWN	ES	7/20/23
CHECKED	JB	12/27/24

DRAWING NO.  
**C9**

**TRAFFIC CONTROL KEY**

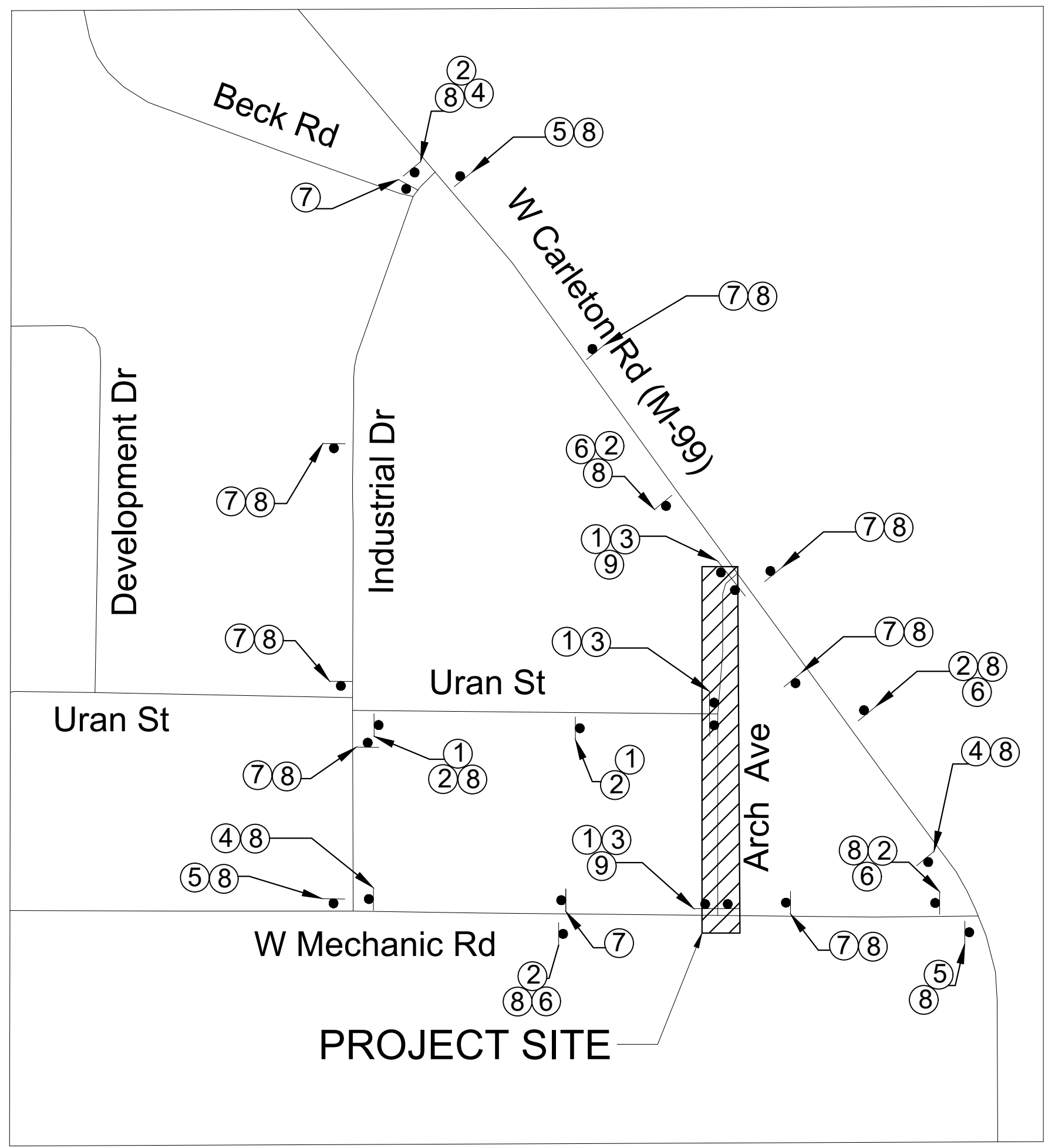
KEY	CODE	SIGN	*QTY
①		TYPE III BARRICADE HIGH INTENSITY	5
②	W20-3	STREET CLOSED AHEAD	7
③	R11-4	STREET CLOSED TO THRU TRAFFIC	3
④	M4-9R	DETOUR ARROW RIGHT	3
⑤	M4-9L	DETOUR ARROW LEFT	3
⑥	W20-2	DETOUR AHEAD	4
⑦	M4-9S	DETOUR STRAIGHT	9
⑧	D3-1	"ARCH AVENUE" - PLAQUE	18
⑨	M4-100	DETOUR ARROW DOUBLE	2

\* QUANTITIES ARE MINIMUM REQUIRED. CONTRACTOR MAY INCREASE AS NEEDED FOR THEIR CONSTRUCTION PLANS. LIGHTED BARRELS AND/OR GRABBER CONES WILL BE NEEDED FOR FLAG CONTROL ZONES AND OVER NIGHT ONE LANE SECTIONS.

**PROJECT NOTES**

- ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE SECTIONS OF THE MDOT 2012 STANDARD SPECIFICATION FOR CONSTRUCTION.
- ALL TRAFFIC CONTROL SHALL CONFORM TO THE REQUIREMENTS OF THE MOST CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

**NOT FOR  
CONSTRUCTION**



## Engineer's Opinion of Costs

<b>Project Number:</b> 2025 Rehab	<b>Project Engineer:</b> Kristin Bauer
<b>Estimate Number:</b> 1	<b>Date Created:</b> 12/17/2024
<b>Project Type:</b> Miscellaneous	<b>Date Edited:</b> 12/24/2024
<b>Location:</b> Arch Ave	<b>Fed/State #:</b>
M-99 to Mechanic	<b>Fed Item:</b>
<b>Description:</b> Reconstruction	<b>Control Section:</b>

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
<b>Category: 0000</b>						
0001	1100001	Mobilization, Max	1.000	LSUM	\$35,000.00	\$35,000.00
0002	2030001	Culv, Rem, Less than 24 inch	1.000	Ea	\$1,500.00	\$1,500.00
0003	2040050	Pavt, Rem	60.000	Syd	\$15.00	\$900.00
0004	2050041	Subgrade Undercutting, Type II	150.000	Cyd	\$60.00	\$9,000.00
0005	2057021	_ Ditch Backfill	215.000	Cyd	\$50.00	\$10,750.00
0006	2080020	Erosion Control, Inlet Protection, Fabric Drop	7.000	Ea	\$200.00	\$1,400.00
0007	3020050	Aggregate Base, Conditioning	330.000	Syd	\$10.00	\$3,300.00
0008	3050002	HMA Base Crushing and Shaping	5,000.000	Syd	\$5.00	\$25,000.00
0009	3077011	_ Shoulder, 3 Inch, Millings	291.000	Syd	\$25.00	\$7,275.00
0010	4020748	Sewer, CI II, 12 inch, Tr Det B	270.000	Ft	\$105.00	\$28,350.00
0011	4030005	Dr Structure Cover, Adj, Case 1	3.000	Ea	\$1,500.00	\$4,500.00
0012	4030006	Dr Structure Cover, Adj, Case 2	1.000	Ea	\$1,500.00	\$1,500.00
0013	4030200	Dr Structure, 24 inch dia	2.000	Ea	\$4,500.00	\$9,000.00
0014	4037050	_ EJIW 1045 w/1040 "Sanitary" lid	4.000	Ea	\$1,500.00	\$6,000.00
0015	4037050	_ EJIW 1045 w/1040 "Storm" lid	2.000	Ea	\$1,500.00	\$3,000.00
0016	5010005	HMA Surface, Rem	50.000	Syd	\$12.50	\$625.00
0017	5012024	HMA, 4EL	1,100.000	Ton	\$110.00	\$121,000.00
0018	5012036	HMA, 5EL	450.000	Ton	\$120.00	\$54,000.00
0019	8010007	Driveway, Nonreinf Conc, 8 inch	78.000	Syd	\$75.00	\$5,850.00
0020	8020038	Curb and Gutter, Conc, Det F4	142.000	Ft	\$45.00	\$6,390.00
0021	8070095	Post, Mailbox	4.000	Ea	\$300.00	\$1,200.00
0022	8100403	Sign, Type III, Rem	2.000	Ea	\$15.24	\$30.48

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
0023	8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	40.000	Ft	\$15.00	\$600.00
0024	8110231	Pavt Mrkg, Waterborne, 4 inch, White	2,300.000	Ft	\$0.20	\$460.00
0025	8110232	Pavt Mrkg, Waterborne, 4 inch, Yellow	3,236.000	Ft	\$0.20	\$647.20
0026	8127051	_ Traffic Control	1.000	LSUM	\$15,000.00	\$15,000.00
0027	8167011	_ Turf Establishment	1,500.000	Syd	\$10.00	\$15,000.00
0028	8230431	Gate Box, Adj, Case 1	1.000	Ea	\$1,000.00	\$1,000.00

**Category 0000 Total: \$368,277.68**

**Estimate Total: \$368,277.68**



**Know what's below.  
Call before you dig.**

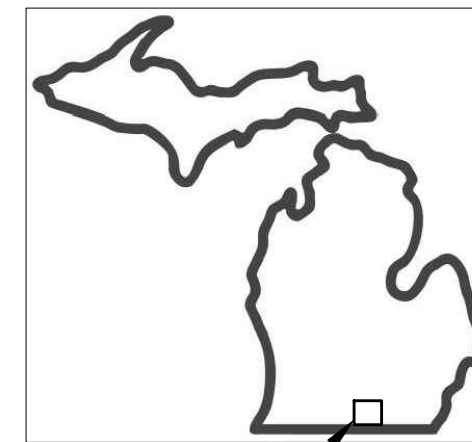
FOR PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH PUBLIC ACT 53, THE CONTRACTOR SHALL DIAL 1-800-482-7171 OR 811 A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO THE BEGINNING OF EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED.

REFERENCES TO SPECIFICATIONS:  
THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE PROJECT DRAWINGS, NOTES, AND THE APPLICABLE SECTIONS OF THE 2012 MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION.

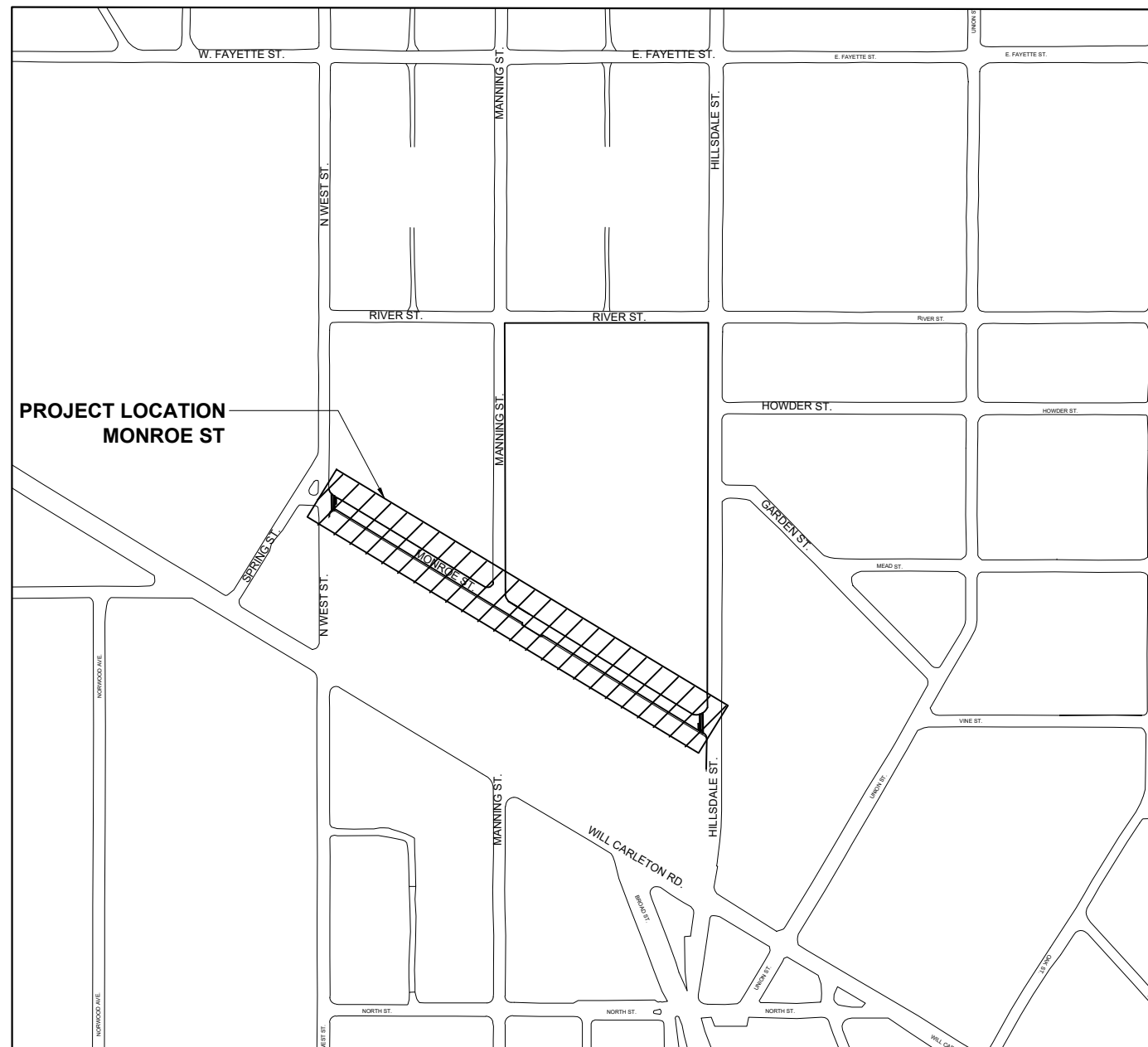
ALL TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE MOST CURRENT VERSION OF THE MICHIGAN MANUAL OF TRAFFIC CONTROL DEVICES

# CITY OF HILLSDALE

## MONROE STREET - RECONSTRUCTION



SITE LOCATION



**AREA MAP**  
NOT TO SCALE

SHEET	DESCRIPTION
CS	COVER SHEET
C1	NOTES & INFORMATION
C2	PROJECT QUANTITIES AND HMA
C3	REMOVALS
C4	PLAN & PROFILE STA 0+20 TO 6+00
C5	PLAN & PROFILE STA 6+00 TO 11+29
C6	STORM & SIDEWALK RAMP DETAILS
C7	VEHICLE TRAFFIC CONTROL
C8	PEDESTRIAN TRAFFIC CONTROL

**NOT FOR  
CONSTRUCTION**

97 N. BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	XX/XX/XX

CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT  
COVER SHEET

SCALE

	NAME	DATE
DESIGNED	KLB	11/15/24
DRAWN	ES	12/15/24
CHECKED	JB	12/27/24

DRAWING NO.

**CS**

97 N. BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	KLB

CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT

NOTES & MISCELLANEOUS INFORMATION

SCALE

	NAME	DATE
DESIGNED	KLB	11/15/24
DRAWN	ES	12/15/24
CHECKED	JB	12/27/24

DRAWING NO.

**C1**

**SOIL EROSION CONTROL MEASURES**

TO PROTECT SLOPES AND DITCHES, SOD OR SEED/MULCH SHOULD BE PLACED AS SOON AS POSSIBLE AND AS DIRECTED BY THE ENGINEER. TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE UTILIZED DURING CONSTRUCTION IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND AS NECESSARY TO CONTROL SOIL EROSION AND SEDIMENTATION AND AS DIRECTED BY THE ENGINEER.

**PLAN ELEVATIONS**

ELEVATIONS IN THESE PLANS ARE BASED ON USGS DATUM.

**UNDERGROUND UTILITIES**

FOR PROTECTION OF UNDERGROUND UTILITIES. THE CONTRACTOR SHALL DIAL 1-800-482-7171 A MINIMUM OF THREE WORKING DAYS EXCLUDING SATURDAYS, SUNDAYS & HOLIDAYS PRIOR TO EXCAVATING IN THE VICINITY OF UTILITY LINES. ALL "MISS DIG" PARTICIPATING MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING THE UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.

**EXISTING WATER MAINS AND SEWERS**

THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO PROPERLY IDENTIFIED EXISTING WATER MAINS AND/OR EXISTING SEWERS DURING THE CONSTRUCTION OF THE PROJECT.

**ADJUSTMENT OF CATCH BASINS**

IT IS THE CONTRACTOR'S RESPONSIBILITY TO PLACE THE LOCATION AND ELEVATION OF ALL CATCH BASIN CASTINGS PROPERLY ALIGNED WITH THE PROPOSED CURB. ADJUSTMENT OF CASTINGS ON NEW STRUCTURES IS INCLUDED IN PAYMENT FOR THE DRAINAGE STRUCTURE COVER SPECIFIED. ADJUSTMENT OF CASTINGS ON EXISTING STRUCTURES WILL BE PAID AS DR STRUCTURE COVER, ADJ, CASE 1. THESE ITEMS INCLUDE ALL BLOCK OR GRADE RINGS NECESSARY FOR PROPER ADJUSTMENT.

**PROPERTY CORNER PRESENTATION**

CONTRACTOR SHALL TAKE CARE TO ENSURE THAT PROPERTY CORNERS BEHIND THE SIDEWALKS SCHEDULED FOR REMOVAL AND REPLACEMENT ARE NOT DISTURBED.

**SALVAGE**

THE CITY RESERVES THE RIGHT TO SALVAGE ALL EXISTING MATERIALS (CASTINGS, HYDRANTS, SIGNS, ETC). MATERIALS DESIRED TO BE SALVAGED SHALL BE STOCKPILED WITHIN THE PROJECT LIMITS FOR THE CITY TO PICK UP. ITEMS THAT THE CITY DECIDES NOT TO SALVAGE BECOME PROPERTY OF THE CONTRACTOR.

**CURB DIMENSIONS**

ALL CURB DIMENSIONS SHALL BE FROM BACK OF CURB UNLESS OTHERWISE INDICATED

**LAWN SPRINKLER SYSTEMS AND LANDSCAPING**

OWNERS OF EXISTING LAW SPRINKLER SYSTEMS AND/OR LANDSCAPING SHALL BE NOTIFIED (IN WRITING WITH A COPY SEND TO THE ENGINEER) BY THE CONTRACTOR TWO WEEKS IN ADVANCE OF ANY WORK TO BE DONE THAT WILL AFFECT THOSE SYSTEMS AND/OR LANDSCAPING. IF THE PROPERTY OWNER FAILS TO RELOCATE THE LAWN SPRINKLER SYSTEM PRIOR TO THE CONTRACTOR BEGINNING WORK, AND IF THE CONTRACTOR CUTS CUTS THE SYSTEM DURING THE CONSTRUCTION, THE CONTRACTOR SHALL CAP THE SYSTEM PIPE AND WITNESS THE LOCATION OF THE CAP WITH A WOODEN STAKE FOR THE PROPERTY OWNERS USE. THE CONTRACTOR SHALL PLACE THE SALVAGED SPRINKLER HEADS IN THE PROPERTY OWNERS PROPERTY. IF THE PROPERTY OWNER FAILS THE RELOCATE THE LANDSCAPING PRIOR TO THE CONTRACTOR BEGINNING WORK, THE CONTRACTOR SHALL CAREFULLY SALVAGE THE LANDSCAPING ITEMS AND STOCKPILE THEM ON THE PROPERTY OWNERS PROPERTY FOR THE PROPERTY OWNER. ANY OTHER MODIFICATION TO THE LAWN SPRINKLER SYSTEMS AND/OR LANDSCAPING, IS THE RESPONSIBILITY OF THE OWNER AND IS NOT PART OF THE CONTRACT. THIS WORK IS INCLUDED IN OTHER ITEMS OF THE PROJECT.

**CONCRETE WORK**

THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF PLANS TO POUR CONCRETE A MINIMUM OF 24 HOURS BEFORE THE POUR. THE CONTRACTOR SHALL PROVIDE A MINIMUM OF TWO HOURS BETWEEN FORMING A SECTION OF FLAT WORK AND POURING THE SECTION TO ALLOW FOR INSPECTION OF THE GRADES, GRADING, AND SUB-BASE. FAILURE TO PROVIDE NOTICE AND TIME FOR INSPECTION WILL BE CONSIDERED CAUSE TO REJECT THE PRODUCT OR CAUSE TO REQUIRE RESCHEDULING OF THE WORK, WITH NOADJUSTMENTS TO THE COMPLETION DATES.

**SUBBASE (CIP)**

WHEN THE NATURAL MATERIAL MEETING SUBBASE REQUIREMENTS IS LEFT IN PLACE, IT WILL NOT BE PAID FOR. THE GRADING AND COMPACTIVE WORK REQUIRED SHALL BE INCLUDED IN COMPENSATION FOR THE ROADWAY GRADING. EXCAVATION FOR INSTALLATION OF NEW SAND SUBBASE, IF REQUIRED, IS TO BE INCLUDED IN SUBBASE (CIP).

**DRIVEWAYS**

EXISTING DRIVEWAYS SHALL BE REMOVED WHERE NECESSARY, WHERE SHOWN ON PLANS OR DIRECTED BY ENGINEER, AND SHALL BE PAID FOR AS PAVT, REM. GRADING AND PREPARATION FOR NEW DRIVEWAY SHALL BE INCLUDED IN ROADWAY GRADING. CONTRACTOR SHALL MAINTAIN ACCESS TO DRIVEWAYS DURING CONSTRUCTION INCLUDED IN ROADWAY GRADING.

**NOTICE TO RESIDENTS**

THE CONTRACTOR SHALL NOTIFY RESIDENTS 24 HOURS IN ADVANCE OF DISRUPTION TO SERVICE, SUCH AS DRIVEWAY CLOSING OR UTILITY SERVICE.

**RELOCATION OF GUY ANCHORS**

CITY OF HILLSDALE B.P.U. GUY ANCHOR RELOCATIONS WILL BE RELOCATED BY THE UTILITY COMPANY THROUGHOUT THE PROJECT TO A LOCATION DETERMINED IN THE FIELD ALLOWING NEW SEWER CONSTRUCTION. THE CONTRACTOR SHALL COORDINATE THE CONSTRUCTION ACTIVITIES WITH THE GUY ANCHOR RELOCATIONS.

**SAWCUTTING**

SAW CUTTING OF EXISTING PAVEMENT SHALL BE INCLUDED IN THE UNIT PRICE FOR THE UTILITY.

**SAWCUTTING PAVEMENT**

SAWCUTTING EXISTING PAVEMENT AT REMOVAL LIMITS WHERE INDICATED ON THE PLANS AND AS DIRECTED BY THE ENGINEER SHALL BE INCLUDED IN ROADWAY GRADING.

**ROADWAY GRADING**

ROADWAY GRADING SHALL INCLUDE REMOVAL OF ALL BASE MATERIALS REGARDLESS OF THICKNESS DO A DEPTH SUFFICIENT TO INSTALL THE REQUIRED NEW SUBBASE AND BASE DEPTHS. THE CONTRACTOR SHALL MAINTAIN A MINIMUM OF ONE LANE OF TRAFFIC AT ALL TIMES TO ALLOW EMERGENCY VEHICLE ACCESS AND FOR ACCESS TO LOCAL BUSINESSES AND RESIDENCES.

**CURB AND GUTTER - F4**

PLACEMENT OF AND PAYMENT FOR CONCRETE CURB AND GUTTER INCLUDES PLACING TWO #4 EPOXY COATED REBAR DOWELS EPOXY ANCHORED INTO EXISTING CURB AND GUTTER AT POINTS OF CONNECTION. REMOVAL AND REPLACEMENT OF CURB AND GUTTER AT SIDEWALK RAMP LOCATIONS SHALL BE COORDINATED WITH STORM SEWER WITH STORM SEWER CONSTRUCTION.

**SURFACE RESTORATION**

AREAS DISTURBED BY CONSTRUCTION, SURFACE SHALL BE GRADED SMOOTH AND RESTORED WITH 4" OF NEW TOPSOIL, HYDROSEEDDED, FERTILIZED, MULCHED, AND ANCHORING MULCHED. SLOPES OF 1:2 OR STEEPER SHALL RECEIVE TURF ESTABLISHMENT PEGGED IN PLACE. AREAS BETWEEN THE CURB AND SIDEWALK SHALL BE FILLED AND GRADED SMOOTH AND RESTORED AS NOTED ABOVE. RESTORATION SHALL BE FROM BACK OF CURB TO RIGHT OF WAY AS DIRECTED BY ENGINEER. RESTORATION OF DISTURBED AREAS OUTSIDE OF THE STREET RIGHT-OF-WAY WILL NOT BE PAID FOR SEPARATELY UNLESS SHOWN ON THE PLANS OR AS DIRECTED BY ENGINEER. SURFACE RESTORATION WILL BE PAID FOR AS TURF ESTABLISHMENT.

**MAINTAINING TRAFFIC**

CONTRACTOR SHALL MAINTAIN ACCESS TO LOCAL RESIDENTS AND EMERGENCY VEHICLES DURING CONSTRUCTION. CONTRACTOR SHALL PROVIDE TEMPORARY AGGREGATE AT DRIVEWAYS AS NECESSARY TO MAINTAIN ACCESS. TEMPORARY GRAVEL INCLUDED IN ROADWAY GRADING.

**WATER SERVICES**

CITY OF HILLSDALE BPU OR THEIR CONTRACTOR WILL REPLACE ALL REQUIRED WATER SERVICES IN THE PROJECT AREA DURING CONSTRUCTION. CONTRACTOR IS RESPONSIBLE TO COORDINATE WITH THE CITY OF HILLSDALE.

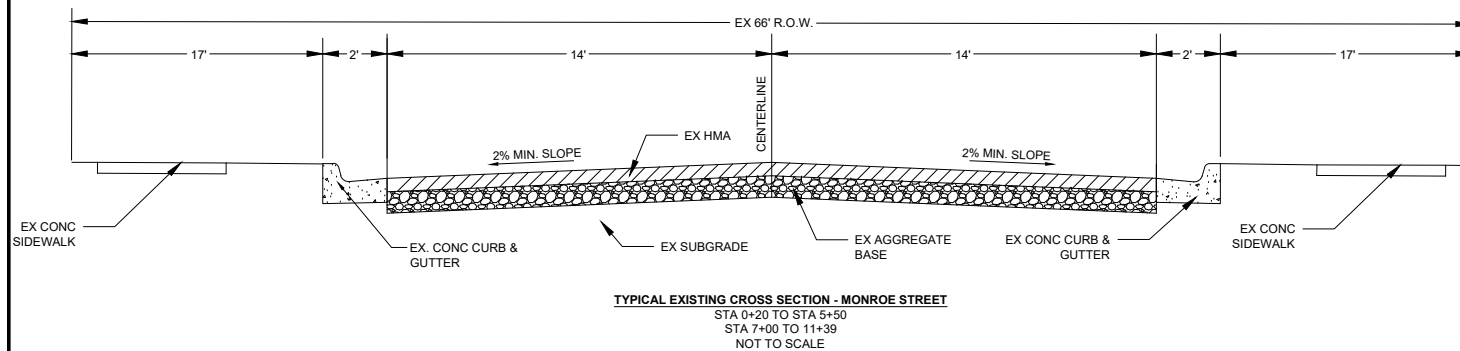
**PUBLIC UTILITIES:** THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO VERIFY THEIR ACCURACY OR THE RESPONSIBILITY IN CASE UTILITIES HAVE BEEN REMOVED OR CONSTRUCTED.

GAS:	MICHIGAN GAS UTILITY 70 SAUK RIVER DRIVE COLDWATER, MI 49036 P - 517-781-0511 ATTN: DONALD SEEKMAN donald.seekman@michigangasutilities.com	ELECTRIC:	CITY OF HILLSDALE BPU 45 MONROE STREET HILLSDALE, MI 49242 P - 517-437-6417 ATTN: JAKE HAMMEL jhammel@hillsdalebpu.com
CABLE TELEVISION:	COMCAST 25626 TELEGRAPH RD. SOUTHFIELD, MI 48034 P - 734-359-1669 ATTN: JEFF DOBIES	TELEPHONE:	AT&T 1041 HURST ROAD JACKSON, MI 49201 P - 517-750-0660 ATTN: KAREN TRUDGEN karen.m.trudgen@att.com
WATER/SEWER:	CITY OF HILLSDALE BPU 45 MONROE STREET HILLSDALE, MI 49242 P - 517-437-6412 ATTN: JEFF GIER jgier@hillsdalebpu.com	PUBLIC WORKS:	CITY OF HILLSDALE 149 WATER WORKS AVE HILLSDALE, MI 49242 517-437-6491 ATTN: JASON BLAKE jblake@cityofhillsdale.org

THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONFLICTS IN GRADE SHALL BE REPORTS TO THE CITY ENGINEER AND ADJUSTMENTS MADE AT NO ADDITIONAL COST TO THE OWNER.

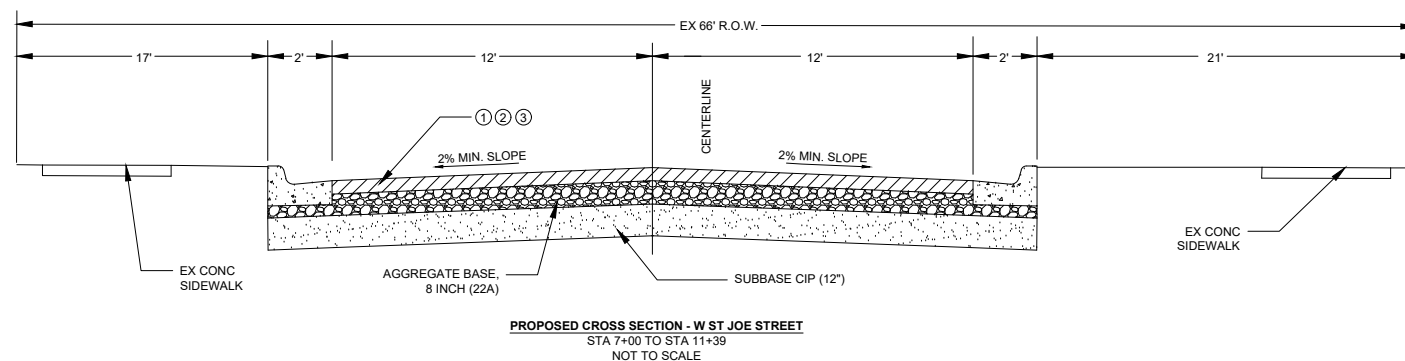
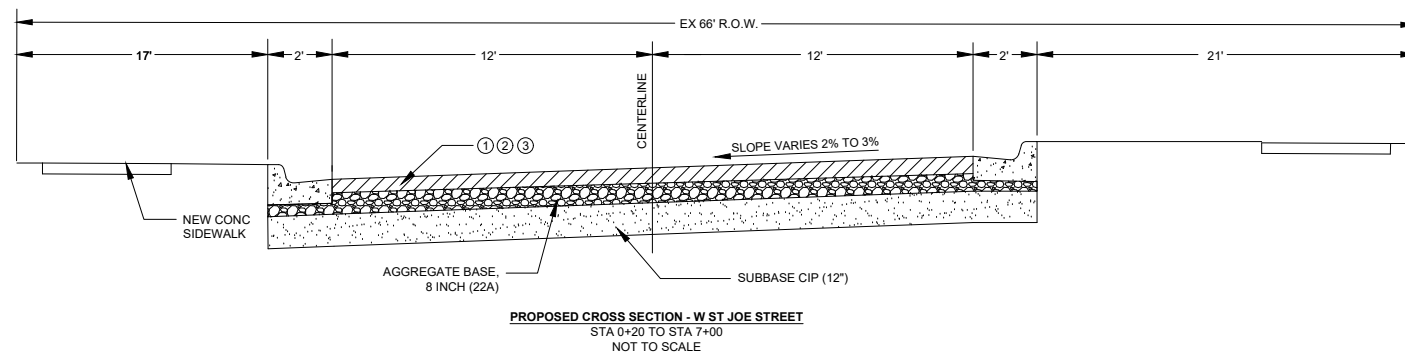
**NOT FOR  
CONSTRUCTION**

REVISIONS	DATE
ISSUED FOR BIDS	



COURSE	TYPE	ITEM	EST. YIELD	BINDER GRADE	AWI	REMARKS
①	BASE	4EL	220 LBS/SYD	PG 58-28	-	
②	LEVELING	4EL	165 LBS/SYD	PG 58-28	-	
③	TOP	5EL	165 LBS/SYD	PG 58-28	260	

**NOTE:** BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES OF HMA (PAYMENT INCLUDED IN HMA MIX). APPLICATION RATE 0.05 - 0.15 GAL/SYD SS-IH, AS DIRECTED BY ENGINEER.



**BM #1 ELEV 100.00'**  
FIRE HYDRANT @ CORNER OF N WEST AND MONROE  
NE BOLT

**BM #2 ELEV 98.09'**  
NAIL IN POLE ON NORTH SIDE OF MONROE @ 15  
MONROE

**BM #3 ELEV 98.25'**  
FIRE HYDRANT @ CORNER OF MONROE AND MANNING

**BM #4 ELEV 100.14'**  
NAIL IN POLE ON SOUTH SIDE OF MONROE @ 50  
MONROE

**NOT FOR  
CONSTRUCTION**

ITEM CODE	QUANTITY	UNIT	DESCRIPTION
2030011	4	EA	DR STRUCTURE, REM
2030015	250	LF	SEWER, REM, LESS THAN 24 INCH
2040020	2200	LF	CURB & GUTTER, REM
2040050	2750	SY	PAVT, REM
5010005	2250	SY	HMA SURFACE, REM
2040055	525	SY	SIDEWALK, REM
2047051	1	LS	CLEARING, SPECIAL
2050041	150	CY	SUBGRADE UNDERCUTTING, TYPE II
2057002	11.5	STA	ROADWAY GRADING
2080020	8	EA	EROSION CONTROL, INLET PROTECTION, FABRIC DROP
2080036	25	LF	EROSION CONTROL, SILT FENCE
3010002	1450	CY	SUBBASE, CIP
3020020	4250	SY	AGGREGATE BASE, 8 INCH
4010048	1	EA	CULV END SECTION, CONC, 15 INCH
4010166	80	LF	CULV, CL A, NON-REINF CONC, 15 INCH, TR DET B
4012021	1	EA	CULV END SECT, 15 INCH, GRATE
4020031	45	LF	SEWER, CL A, 8 INCH, TR DET B
4020033	440	LF	SEWER, CL A, 12 INCH, TR DET B
4020034	230	LF	SEWER, CL A, 15 INCH, TR DET B
4030005	3	EA	DR STRUCTURE COVER, ADJ, CASE I
4030050	8	EA	DR STRUCTURE COVER, TYPE K
4030200	5	EA	DR STRUCTURE, 24 INCH
4030210	1	EA	DR STRUCTURE, 48 INCH
4030220	2	EA	DR STRUCTURE, 60 INCH
4037050	3	EA	EJIW, #1045 W/ "STORM" LID
5012024	900	TON	HMA, 4EL
5012036	385	TON	HMA, 5EL
8010005	600	SY	DRIVEWAY, NONREINF, CONC, 6 INCH
8020038	2400	FT	CURB AND GUTTER, CONC F4
8020050	200	FT	DRIVEWAY OPENING, CONC, DET M
8030010	50	FT	DETECTABLE WARNING SURFACE
8030030	60	FT	CURB RAMP OPEN, CONC
8030044	4250	SF	SIDEWALK CONC 4 INCH
8030046	600	SF	SIDEWALK CONC 6 INCH
8030036	850	SF	CURB RAMP, CONC, 6 INCH
8127051	1	LS	TRAFFIC CONTROL
8130010	5	SY	RIPRAP, PLAIN
8167011	1800	SY	TURF ESTABLISHMENT
8230431	2	EA	GATE BOX, ADJ, CASE I

**CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT**

**CROSS SECTIONS, PROJECT QUANTITIES, HMA**

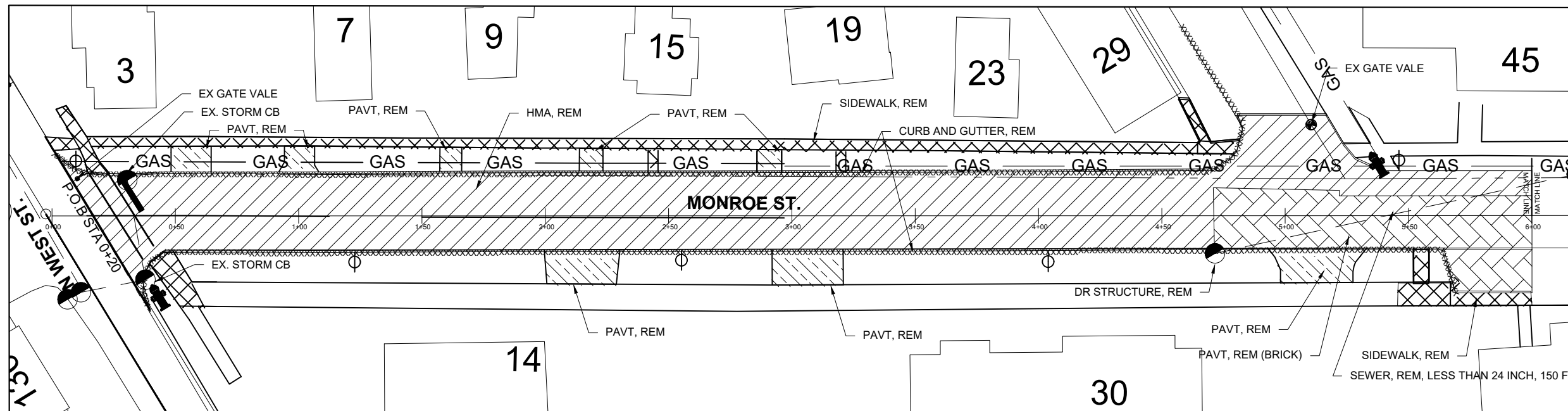
DRAWING SCALE: NOT TO SCALE		
DESIGNED	KLB	11/15/24
DRAWN	ES	12/15/24
CHECKED	JB	12/27/24
DRAWING NO.		<b>C2</b>



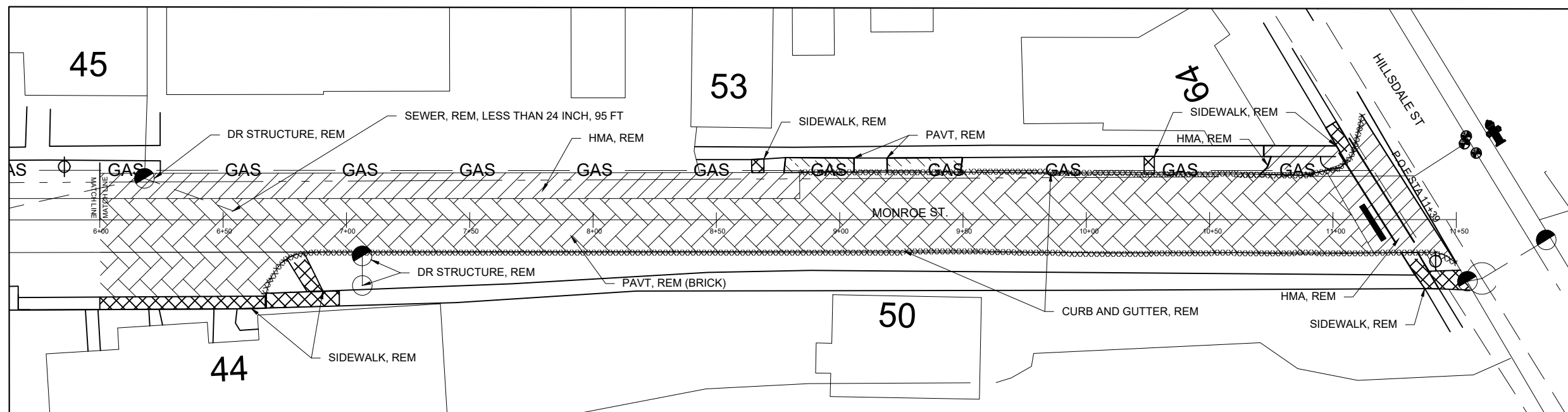
97 N. BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	KLB

CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT  
REMOVAL SHEET



REMOVALS - STATION 0+20 TO 6+00



REMOVALS - STATION 6+00 TO 11+39

**NOT FOR  
CONSTRUCTION**

**DRAWING KEY**

HMA REMOVAL		PAV'T REMOVAL		PAV'T REM (BRICK)	
SIDEWALK REMOVAL		CURB REMOVAL	XXXXXX		
GAS LINE		WATER MAIN			
SANITARY		STORM SEWER			

SCALE  
1" = 50'

	NAME	DATE
DESIGNED	KLB	11/15/24
DRAWN	ES	12/15/24
CHECKED	JB	12/27/24

DRAWING NO.

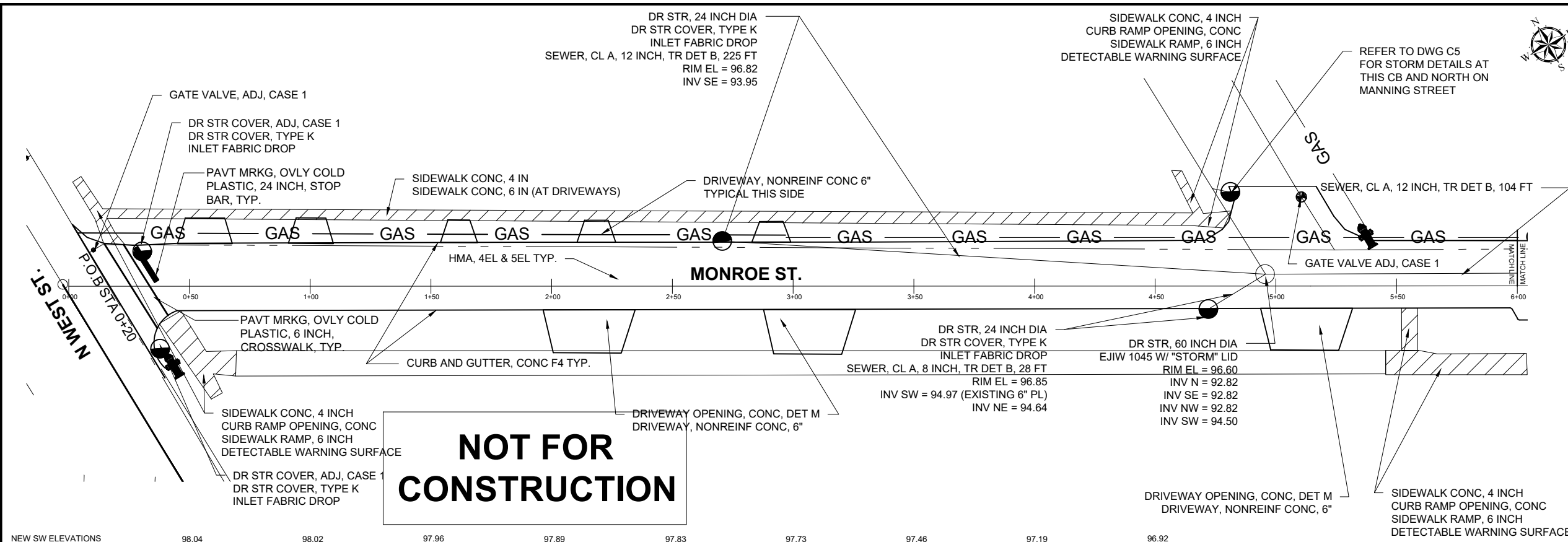
**C3**

97 N. BROAD ST.  
HILLSDALE, MI 49242

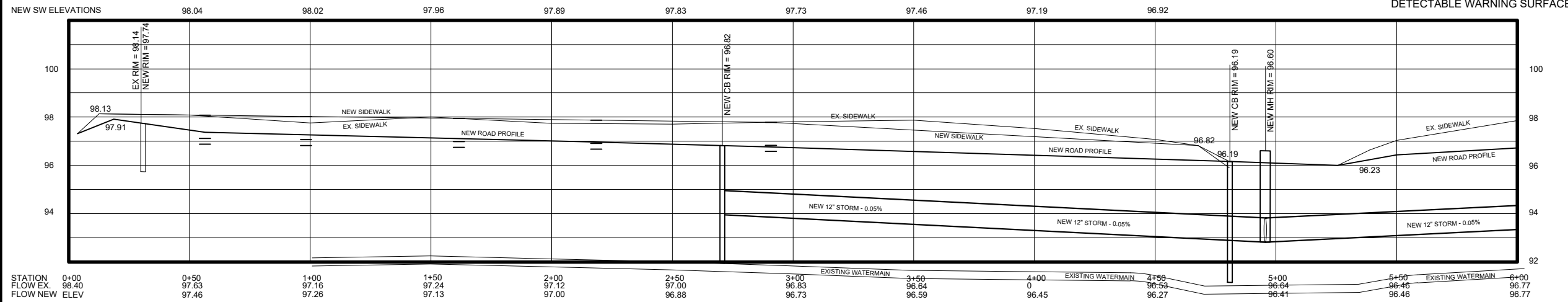
REVISIONS	DATE
ISSUED FOR BIDS	KLB

CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT

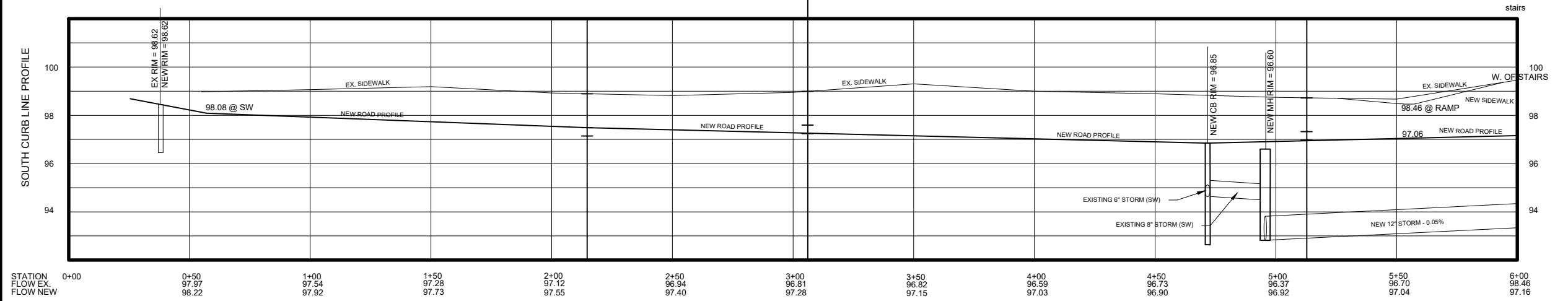
PLAN & PROFILE STA. 0+20 TO 6+00



**NOT FOR  
CONSTRUCTION**



NORTH CURB LINE PROFILE



SOUTH CURB LINE PROFILE

SCALE 1" = 50'

	NAME	DATE
DESIGNED	KLB	11/15/24
DRAWN	ES	12/15/24
CHECKED	JB	12/27/24

DRAWING NO.  
**C4**

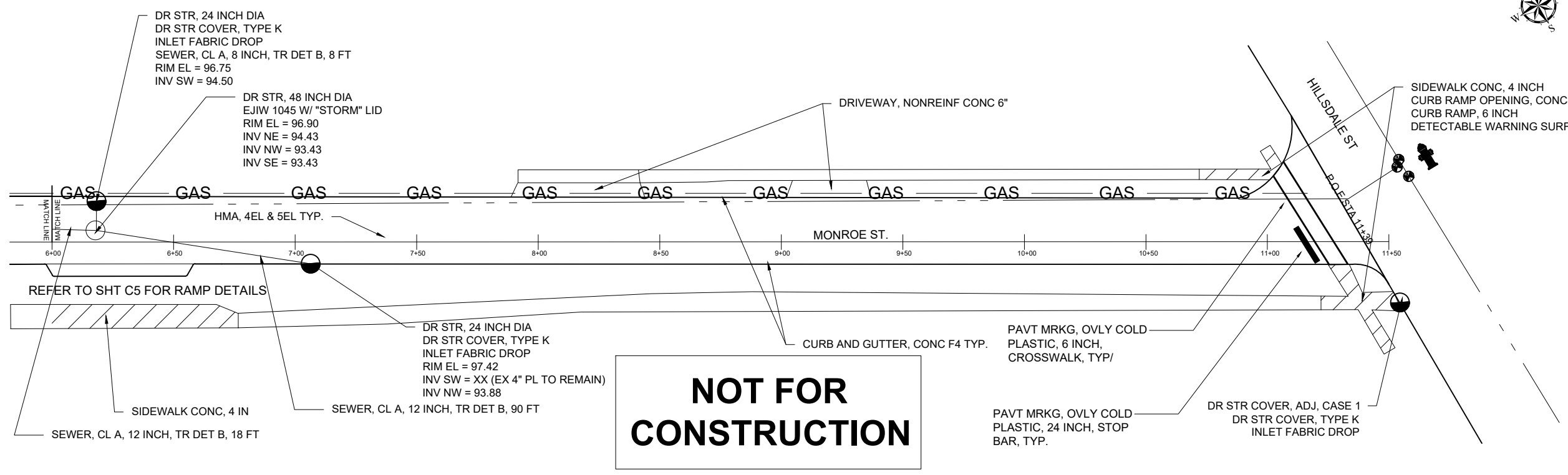


97 N. BROAD ST.  
HILLSDALE, MI 49242

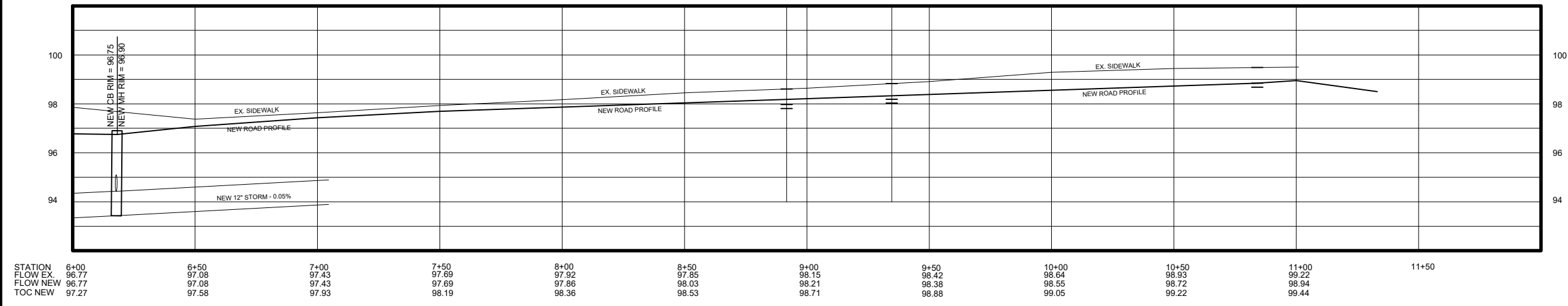
REVISIONS	DATE
ISSUED FOR BIDS	KLB

CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT

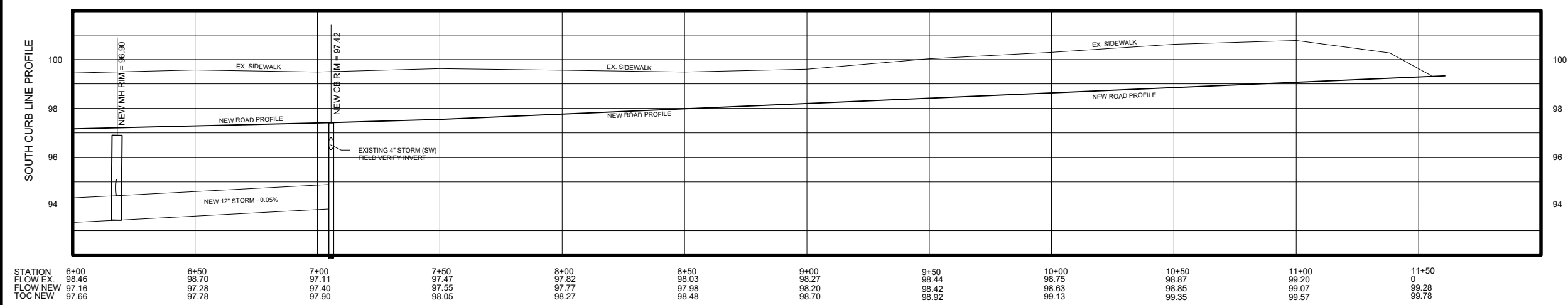
PLAN & PROFILE STA 6+00 TO 11+39



**NOT FOR  
CONSTRUCTION**



NORTH CURB LINE PROFILE



SOUTH CURB LINE PROFILE

SCALE 1" = 50'

	NAME	DATE
DESIGNED	KLB	11/15/24
DRAWN	ES	12/15/24
CHECKED	JB	12/27/24

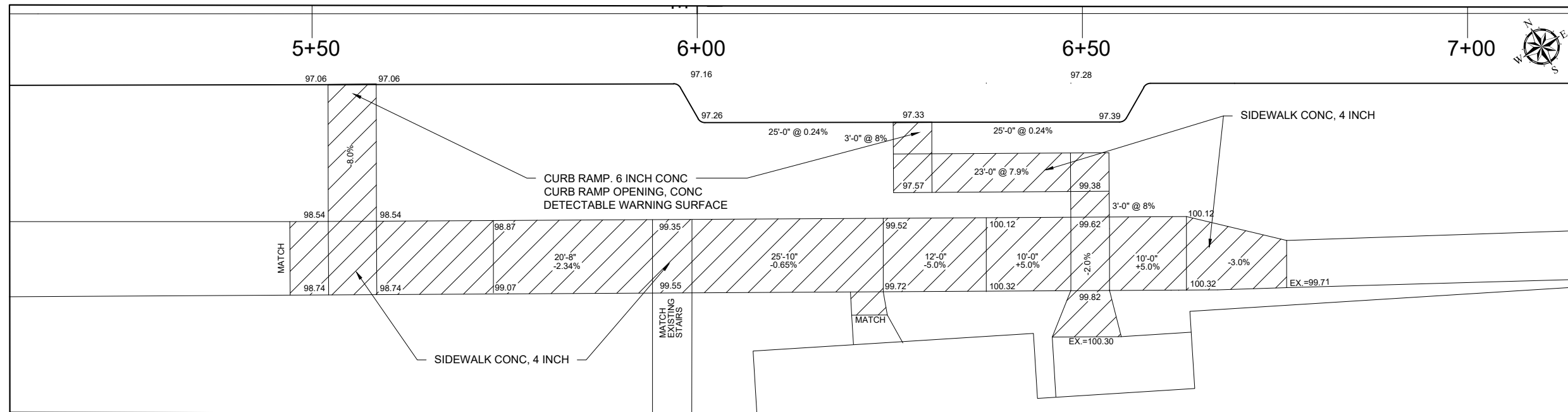
DRAWING NO.  
**C5**

97 N. BROAD ST.  
HILLSDALE, MI 49242

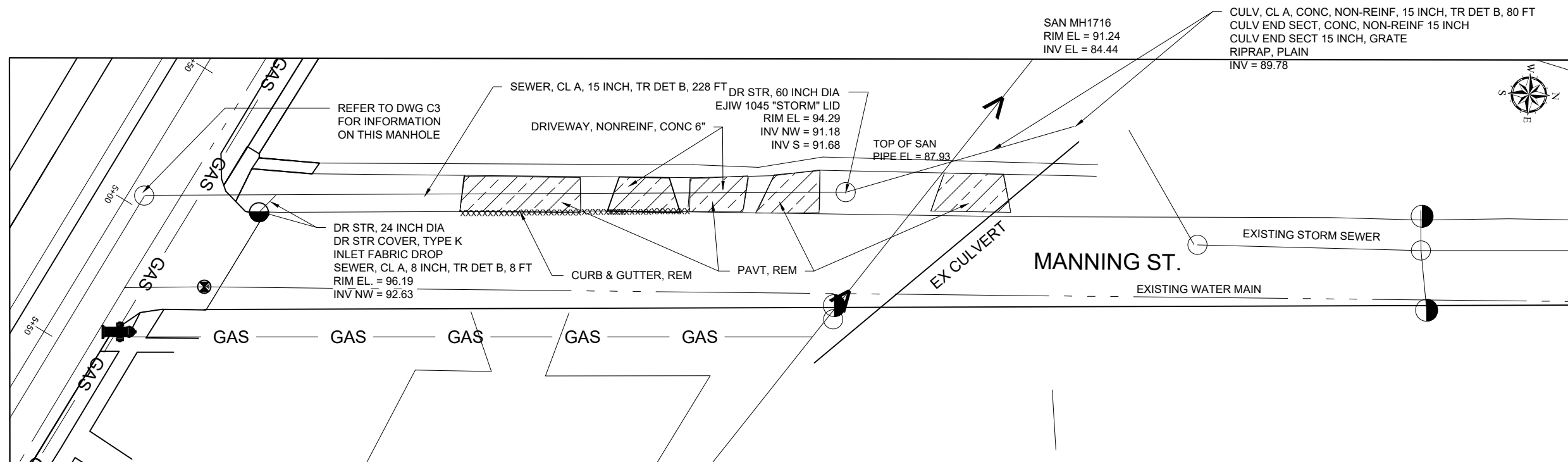
REVISIONS	DATE
ISSUED FOR BIDS	KLB

CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT

SIDEWALK DETAIL AND MANNING STORM



SIDEWALK AND RAMP DETAILS



MANNING STREET STORM DETAILS

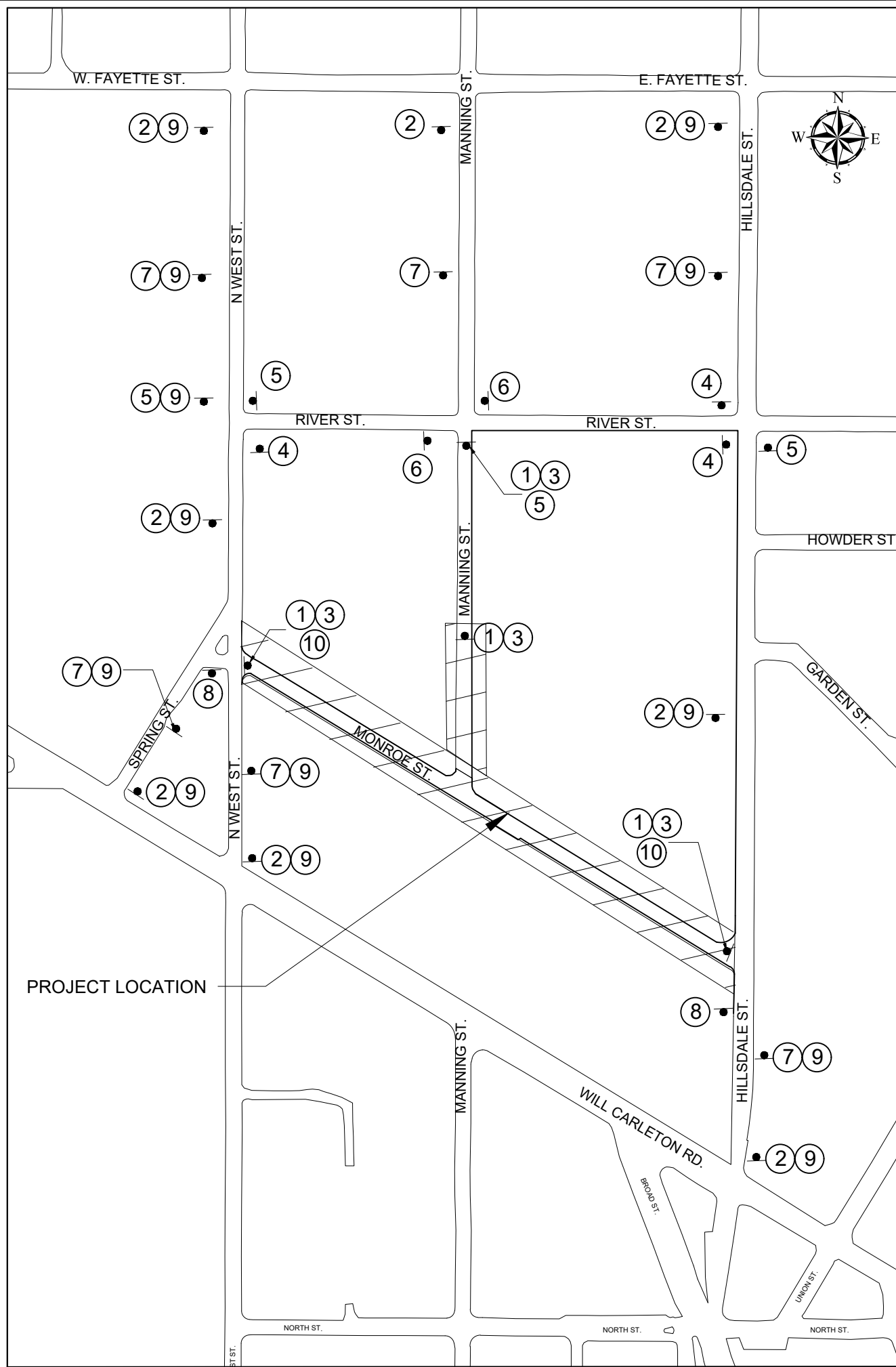
**NOT FOR  
CONSTRUCTION**

SCALE  
NOT TO SCALE

	NAME	DATE
DESIGNED	KLB	10/28/24
DRAWN	KLB	10/28/24
CHECKED	FE	10/28/24

DRAWING NO.

**C6**



TRAFFIC CONTROL KEY			
KEY	CODE	SIGN	*QTY
①		TYPE III BARRICADE, HIGH INTENSITY, LIGHTED	7
②	W20-3	ROAD CLOSED AHEAD	8
③	R11-4	ROAD CLOSED TO THRU TRAFFIC	4
④	M4-9R	DETOUR ARROW - RIGHT	3
⑤	M4-9L	DETOUR ARROW - LEFT	4
⑥	M4-9S	DETOUR ARROW - STRAIGHT	2
⑦	W20-2	DETOUR AHEAD	6
⑧	M4-8A	DETOUR ENDS	2
⑨	D3-1	MONROE STREET PLAQUE	13
⑩	D3-1	BUSINESSES OPEN PLAQUE	2

**TRAFFIC CONTROL NOTES**

1. \*\*QUANTITIES ARE THE MINIMUM REQUIRED, CONTRACTOR MAY INCREASE SIGNAGE AS NEEDED FOR A SAFE WORK ZONE.
2. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE SECTIONS OF THE MDOT 2020 STANDARD SPECIFICATION FOR CONSTRUCTION.
3. ALL TRAFFIC CONTROL SHALL CONFORM TO THE REQUIREMENTS OF THE MOST CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
4. LIGHTED BARRELS AND/OR GRABBER CONES SHALL BE USED FOR FLAG CONTROL ZONES AND NIGHTTIME LANE CLOSURES.
5. BARRELS AND CONES SHALL BE USED THROUGHOUT THE PROJECT IN AREAS WHERE TYPICAL ROAD ITEMS HAVE BEEN REMOVED; I.E. CURB AREAS, DRIVE WAYS, ETC.

**NOT FOR  
CONSTRUCTION**

97 N BROAD ST  
HILLSDALE, MI 49242

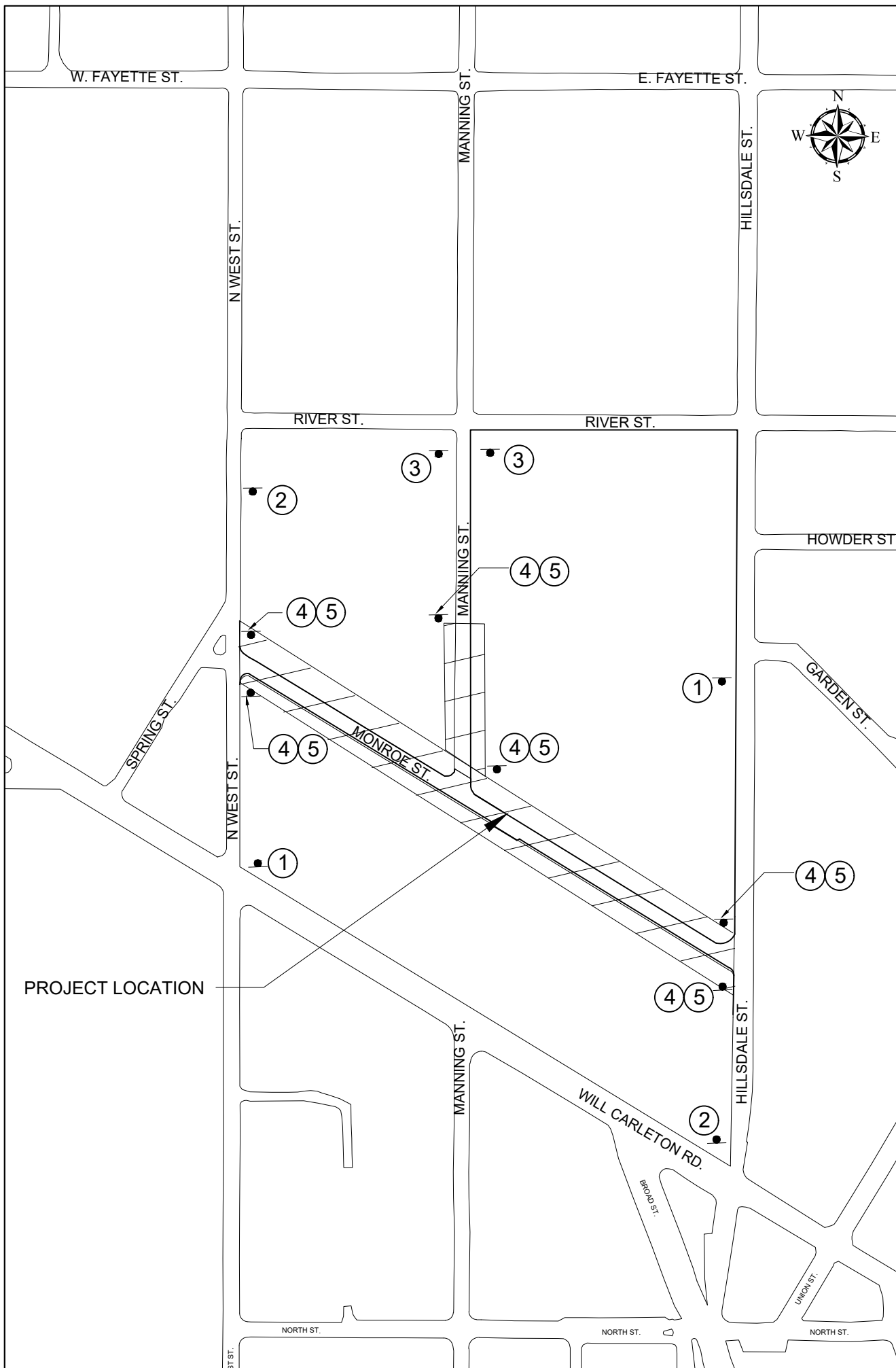
REVISIONS	DATE
ISSUED FOR BIDS	

CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT

VEHICLE TRAFFIC CONTROL

DRAWING SCALE:  
NOT TO SCALE

DESIGNED	KL B
DRAWN	KL B
CHECKED	JB
DRAWING	<b>C7</b>



PEDESTRIAN CONTROL KEY			
KEY	CODE	SIGN	*QTY
①	R9-11L	SIDEWALK CLOSED AHEAD - CROSS HERE LEFT	2
②	R9-11R	SIDEWALK CLOSED AHEAD - CROSS HERE RIGHT	2
③	R9-11	SIDEWALK CLOSED AHEAD	2
④	R9-9	SIDEWALK CLOSED	6
⑤		PEDESTRIAN TYPE II BARRICADE, TEMP	6

**TRAFFIC CONTROL NOTES**

1. \*\*QUANTITIES ARE THE MINIMUM REQUIRED, CONTRACTOR MAY INCREASE SIGNAGE AS NEEDED FOR A SAFE WORK ZONE.
2. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE SECTIONS OF THE MDOT 2020 STANDARD SPECIFICATION FOR CONSTRUCTION.
3. ALL TRAFFIC CONTROL SHALL CONFORM TO THE REQUIREMENTS OF THE MOST CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
4. LIGHTED BARRELS AND/OR GRABBER CONES SHALL BE USED FOR FLAG CONTROL ZONES AND NIGHTTIME LANE CLOSURES.
5. BARRELS AND CONES SHALL BE USED THROUGHOUT THE PROJECT IN AREAS WHERE TYPICAL ROAD ITEMS HAVE BEEN REMOVED; I.E. CURB AREAS, DRIVE WAYS, ETC.

**NOT FOR  
CONSTRUCTION**

97 N BROAD ST  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	

CITY OF HILLSDALE  
HILLSDALE, MI  
MONROE ST.  
STREET PROJECT

PEDESTRIAN TRAFFIC CONTROL

DRAWING SCALE:  
NOT TO SCALE

DESIGNED	KLB	
DRAWN	KLB	
CHECKED	JB	
DRAWING	<b>C8</b>	

## Engineer's Opinion of Costs

**Project Number:** 2025 Recon.

**Project Engineer:** Kristin Bauer

**Estimate Number:** 1

**Date Created:** 4/29/2024

**Project Type:** Miscellaneous

**Date Edited:** 12/17/2024

**Location:** Monroe Street -

**Fed/State #:**

West to Hillsdale

**Fed Item:**

**Description:** Reconstruction

**Control Section:**

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
<b>Category: 0000</b>						
0001	1027051	_ Above Ground Video Survey	1.000	LSUM	\$8,750.00	\$8,750.00
0002	1100001	Mobilization, Max	1.000	LSUM	\$65,000.00	\$65,000.00
0003	2030011	Dr Structure, Rem	4.000	Ea	\$850.00	\$3,400.00
0004	2030015	Sewer, Rem, Less than 24 inch	250.000	Ft	\$300.00	\$75,000.00
0005	2040020	Curb and Gutter, Rem	2,200.000	Ft	\$10.00	\$22,000.00
0006	2040050	Pavt, Rem	2,750.000	Syd	\$11.00	\$30,250.00
0007	2040055	Sidewalk, Rem	525.000	Syd	\$7.00	\$3,675.00
0008	2047051	_ Clearing, Special	1.000	LSUM	\$15,000.00	\$15,000.00
0009	2050041	Subgrade Undercutting, Type II	150.000	Cyd	\$36.50	\$5,475.00
0010	2057002	_ Roadway Grading	12.000	Sta	\$1,800.00	\$21,600.00
0011	2080020	Erosion Control, Inlet Protection, Fabric Drop	8.000	Ea	\$150.00	\$1,200.00
0012	2080036	Erosion Control, Silt Fence	25.000	Ft	\$12.00	\$300.00
0013	3010002	Subbase, CIP	1,450.000	Cyd	\$18.50	\$26,825.00
0014	3020020	Aggregate Base, 8 inch	4,250.000	Syd	\$11.50	\$48,875.00
0015	4010048	Culv End Sect, Conc, 15 inch	1.000	Ea	\$1,500.00	\$1,500.00
0016	4010166	Culv, CI A, Conc, 15 inch	80.000	Ft	\$150.00	\$12,000.00
0017	4017050	_ Culv End Sect, 15 Inch, Grate	1.000	Ea	\$500.00	\$500.00
0018	4020031	Sewer, CI A, 8 inch, Tr Det B	45.000	Ft	\$150.00	\$6,750.00
0019	4020033	Sewer, CI A, 12 inch, Tr Det B	440.000	Ft	\$89.00	\$39,160.00
0020	4020034	Sewer, CI A, 15 inch, Tr Det B	230.000	Ft	\$94.00	\$21,620.00
0021	4030005	Dr Structure Cover, Adj, Case 1	3.000	Ea	\$950.00	\$2,850.00
0022	4030050	Dr Structure Cover, Type K	8.000	Ea	\$1,200.00	\$9,600.00

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
0023	4030200	Dr Structure, 24 inch dia	5.000	Ea	\$1,600.00	\$8,000.00
0024	4030210	Dr Structure, 48 inch dia	1.000	Ea	\$3,800.00	\$3,800.00
0025	4030220	Dr Structure, 60 inch dia	2.000	Ea	\$6,000.00	\$12,000.00
0026	4037050	_ EJIW 1045 w/1040 "Storm" lid	3.000	Ea	\$1,000.00	\$3,000.00
0027	5010005	HMA Surface, Rem	2,250.000	Syd	\$8.75	\$19,687.50
0028	5012024	HMA, 4EL	900.000	Ton	\$80.00	\$72,000.00
0029	5012036	HMA, 5EL	385.000	Ton	\$90.00	\$34,650.00
0030	8010005	Driveway, Nonreinf Conc, 6 inch	600.000	Syd	\$50.00	\$30,000.00
0031	8020038	Curb and Gutter, Conc, Det F4	2,400.000	Ft	\$25.00	\$60,000.00
0032	8020050	Driveway Opening, Conc, Det M	200.000	Ft	\$35.00	\$7,000.00
0033	8030010	Detectable Warning Surface	50.000	Ft	\$35.00	\$1,750.00
0034	8030030	Curb Ramp Opening, Conc	60.000	Ft	\$27.00	\$1,620.00
0035	8030044	Sidewalk, Conc, 4 inch	4,250.000	Sft	\$6.50	\$27,625.00
0036	8030046	Sidewalk, Conc, 6 inch	600.000	Sft	\$7.50	\$4,500.00
0037	8032002	Curb Ramp, Conc, 6 inch	850.000	Sft	\$7.50	\$6,375.00
0038	8110024	Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	150.000	Ft	\$4.00	\$600.00
0039	8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	25.000	Ft	\$13.00	\$325.00
0040	8120026	Pedestrian Type II Barricade, Temp	5.000	Ea	\$100.00	\$500.00
0041	8127051	_ Traffic Control	1.000	LSUM	\$10,000.00	\$10,000.00
0042	8130010	Riprap, Plain	5.000	Syd	\$550.00	\$2,750.00
0043	8167011	_ Turf Establishment	1,800.000	Syd	\$4.50	\$8,100.00
0044	8230431	Gate Box, Adj, Case 1	2.000	Ea	\$750.00	\$1,500.00

**Category 0000 Total: \$737,112.50**

**Estimate Total: \$737,112.50**



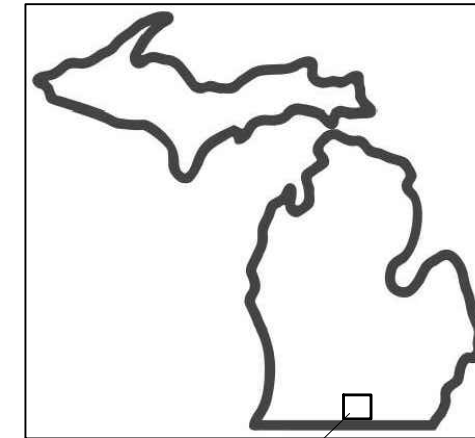


**Know what's below.  
Call before you dig.**

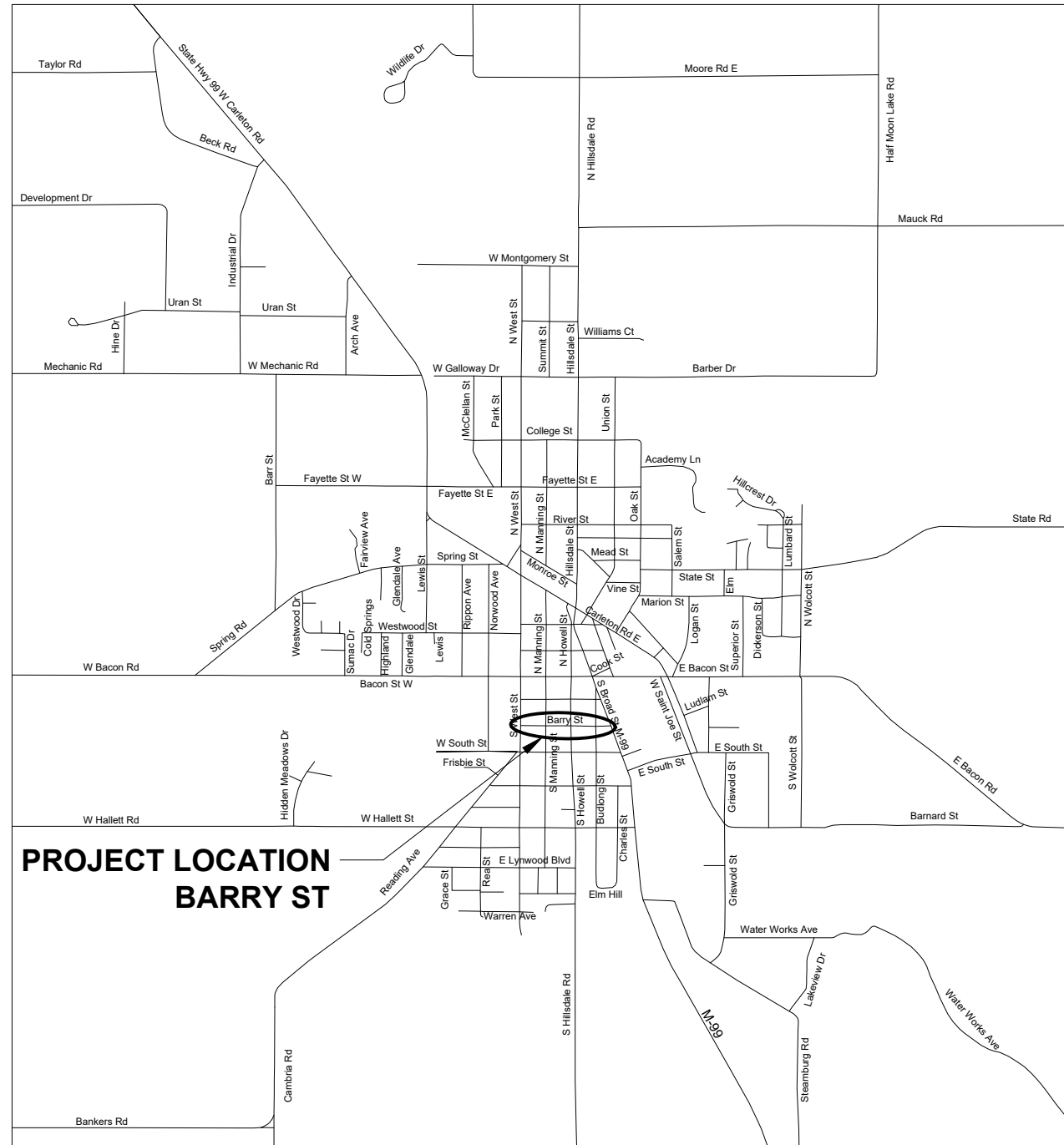
FOR PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH PUBLIC ACT 53, THE CONTRACTOR SHALL DIAL 1-800-482-7171 OR 811 A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO THE BEGINNING OF EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED.

# CITY OF HILLSDALE

## BARRY STREET STREET AND UTILITY IMPROVEMENTS



SITE LOCATION



**AREA MAP**  
NOT TO SCALE

**NOT FOR  
CONSTRUCTION**

SHEET NO.	DESCRIPTION
CS	COVER SHEET
C1	REMOVAL PLAN - STA 0+00 TO 7+00
C2	REMOVAL PLAN - STA 7+00 TO 15+50
C3	WATER & SANITARY - PLAN AND PROFILE
C4	CONSTRUCTION PLAN - STA 0+00 TO 7+00
C5	CONSTRUCTION PLAN - STA 7+00 TO 15+50
C6	UTILITY CONSTRUCTION DETAILS
C7	MISCELLANEOUS CONSTRUCTION DETAILS
C8	TRAFFIC CONTROL
C9	PEDESTRIAN TRAFFIC CONTROL

**REFERENCES TO SPECIFICATIONS:**

THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE PROJECT DRAWINGS, NOTES, AND THE APPLICABLE SECTIONS OF THE 2012 MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION.

ALL TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE MOST CURRENT VERSION OF THE MICHIGAN MANUAL OF TRAFFIC CONTROL DEVICES (MMUTCD)

97 N BROAD ST  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	X/XX/XX

CITY OF HILLSDALE  
HILLSDALE, MI  
MORRY STREET  
STREET AND UTILITY  
IMPROVEMENTS  
COVER SHEET

SCALE NTS

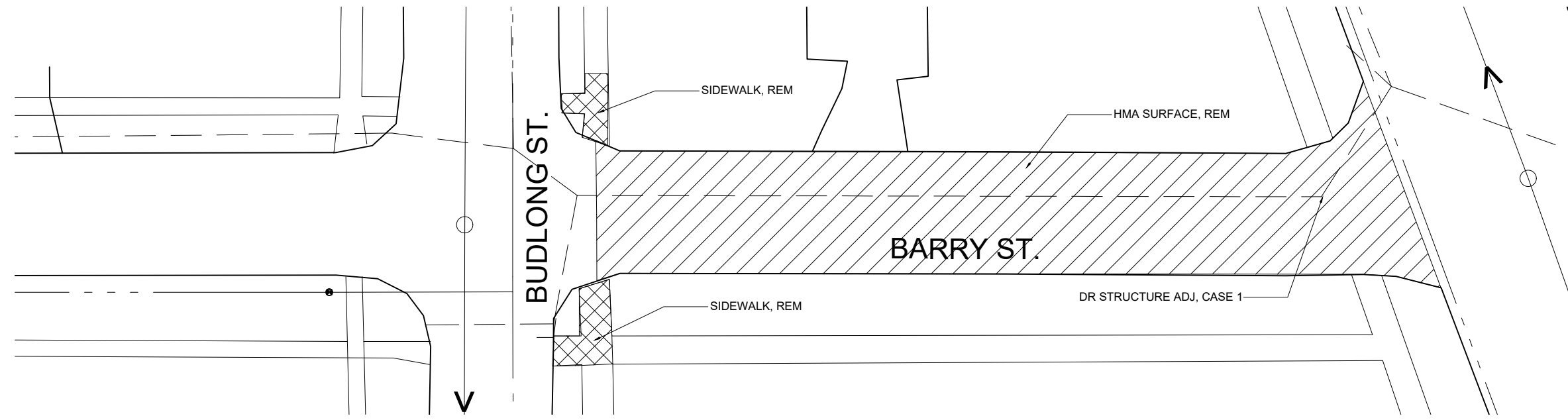
	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

DRAWING NO.

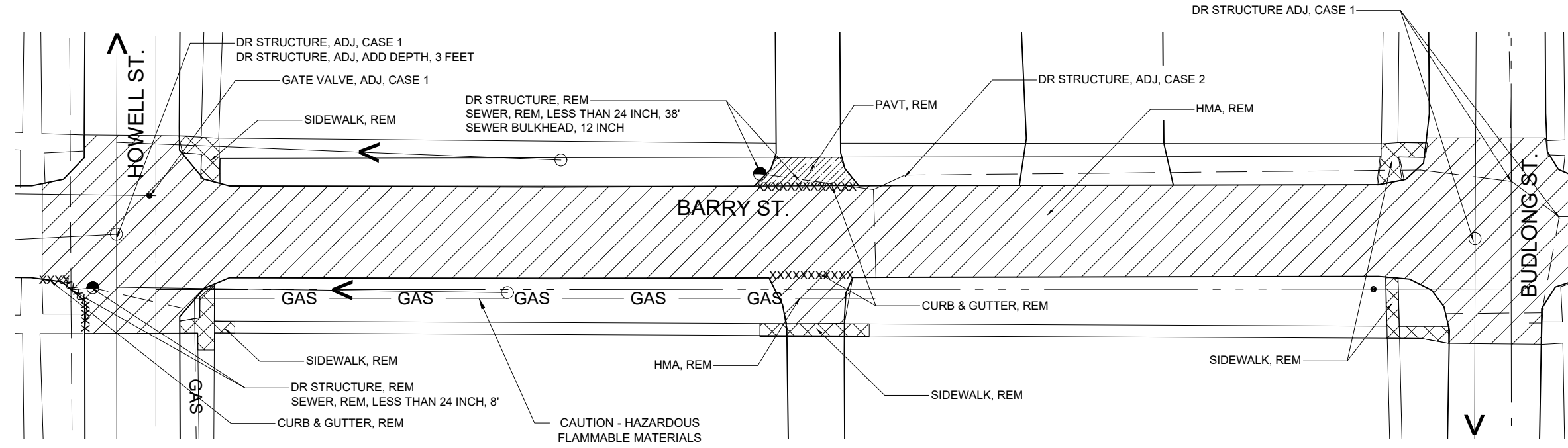
**CS**

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	
1	
2	



**REMOVALS - STATION 0+00 TO 2+00**  
SCALE: 1" = 30'



**REMOVALS - STATION 2+00 TO 7+00**  
SCALE: 1" = 40'

**DRAWING KEY**

HMA REMOVAL		PAV'T REMOVAL	
SIDEWALK REMOVAL		CURB REMOVAL	XXXXXX
GAS LINE	— GAS —	WATER MAIN	- - - - -
SANITARY	— — — — —	STORM SEWER	- - - - -

**NOT FOR  
CONSTRUCTION**

CITY OF HILLSDALE  
HILLSDALE, MI  
**BARRY STREET**  
STREET AND UTILITY  
IMPROVEMENTS

**REMOVALS AND UTILITIES**

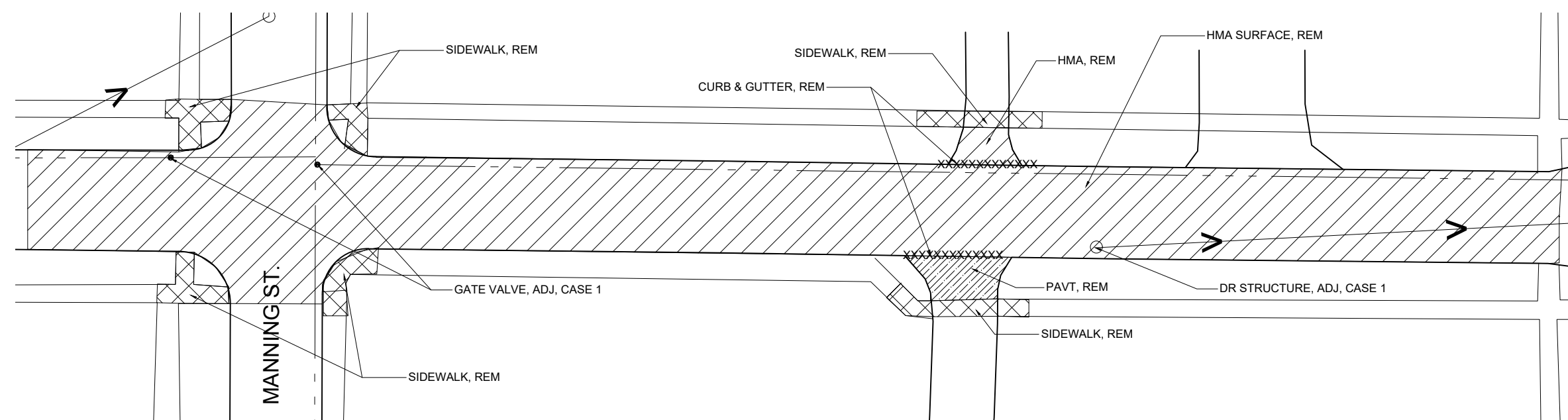
SCALE:  
REFER TO DRAWING

	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

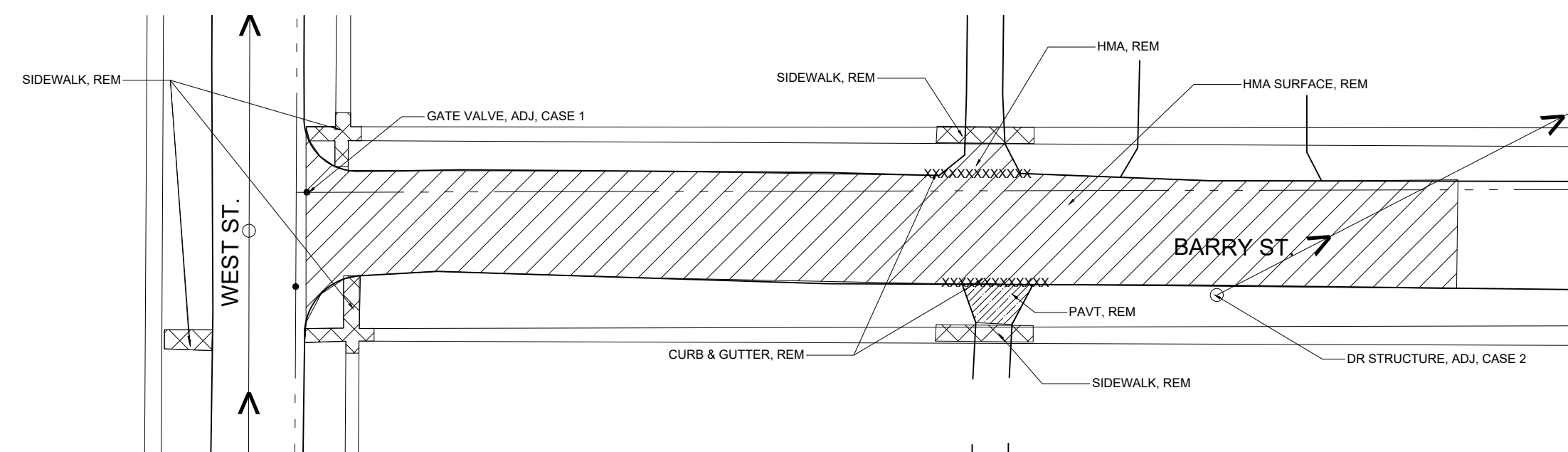
DRAWING NO.  
**C1**

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	
1	
2	



REMOVALS - STATION 7+00 TO 12+00



REMOVALS - STATION 12+00 TO 15+50

DRAWING KEY			
HMA REMOVAL		PAV'T REMOVAL	
SIDEWALK REMOVAL		CURB REMOVAL	XXXXXX
GAS LINE	— GAS —	WATER MAIN	- - - - -
SANITARY	— SANITARY —	STORM SEWER	- - - - -

**NOT FOR  
CONSTRUCTION**

CITY OF HILLSDALE  
HILLSDALE, MI  
**BARRY STREET**  
STREET AND UTILITY  
IMPROVEMENTS  
REMOVALS AND UTILITIES

SCALE:  
1" = 40'

	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

DRAWING NO.  
**C2**

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
1	
2	

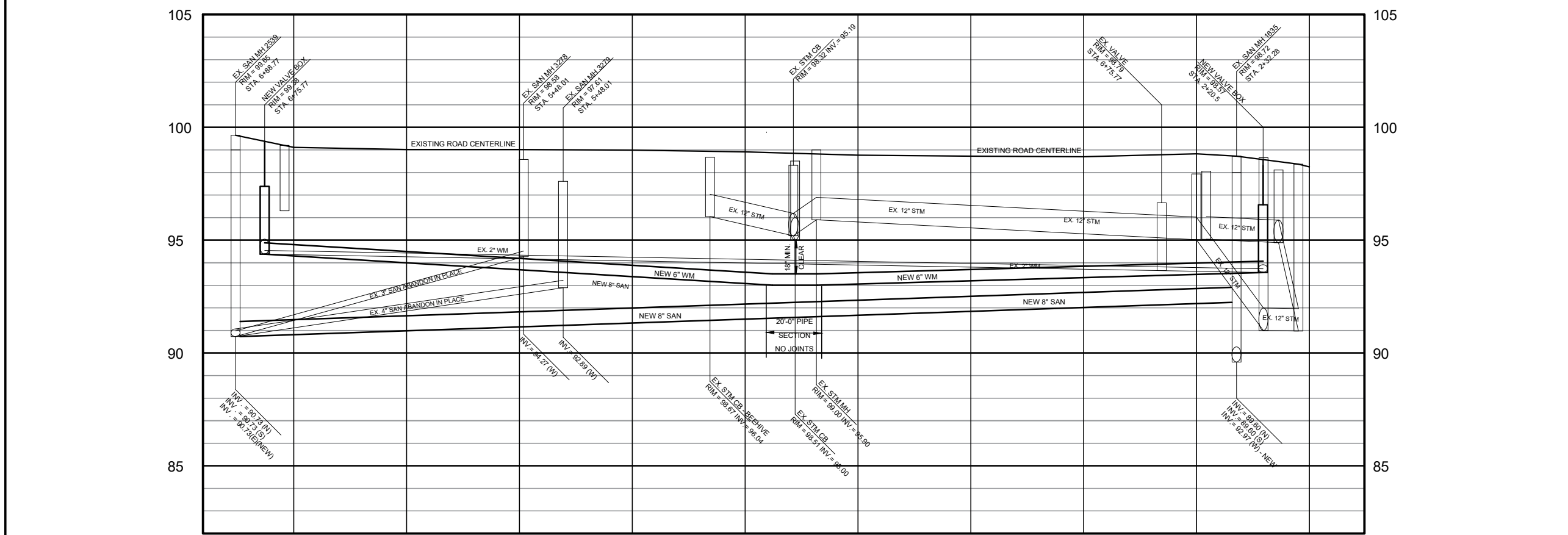
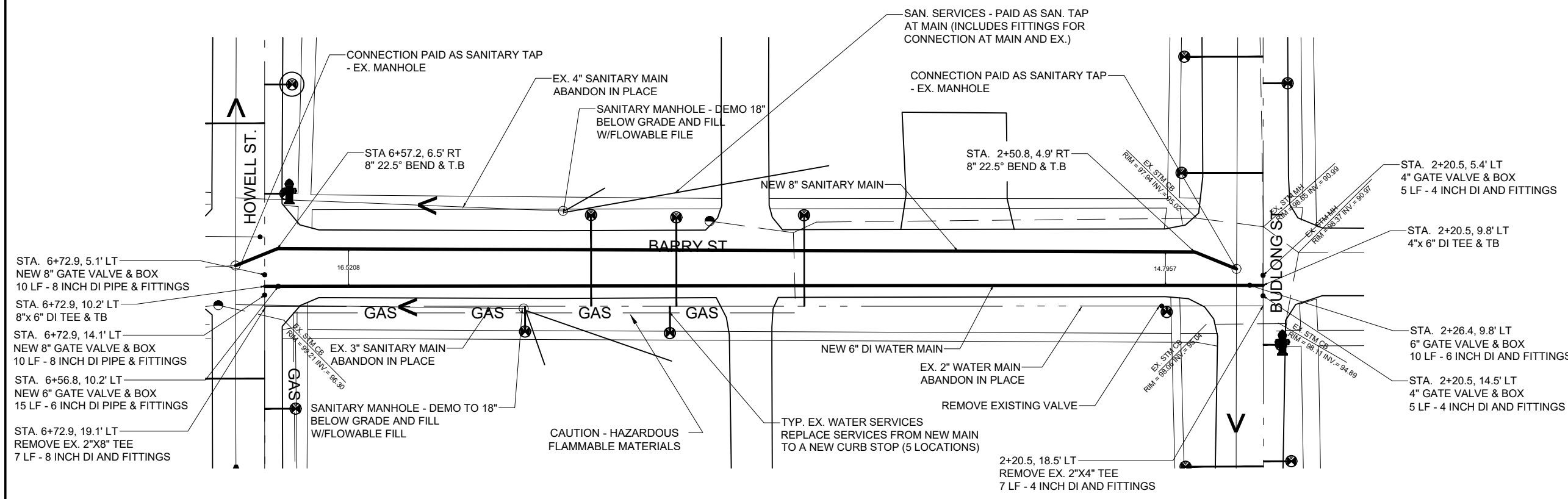
**CITY OF HILLSDALE  
HILLSDALE, MI  
BARRY STREET  
STREET AND UTILITY  
IMPROVEMENTS**

**WATER & SEWER PLAN AND PROFILE**

SCALE:  
1" = 50'

	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JG	12/27/24

DRAWING NO.  
**C3**



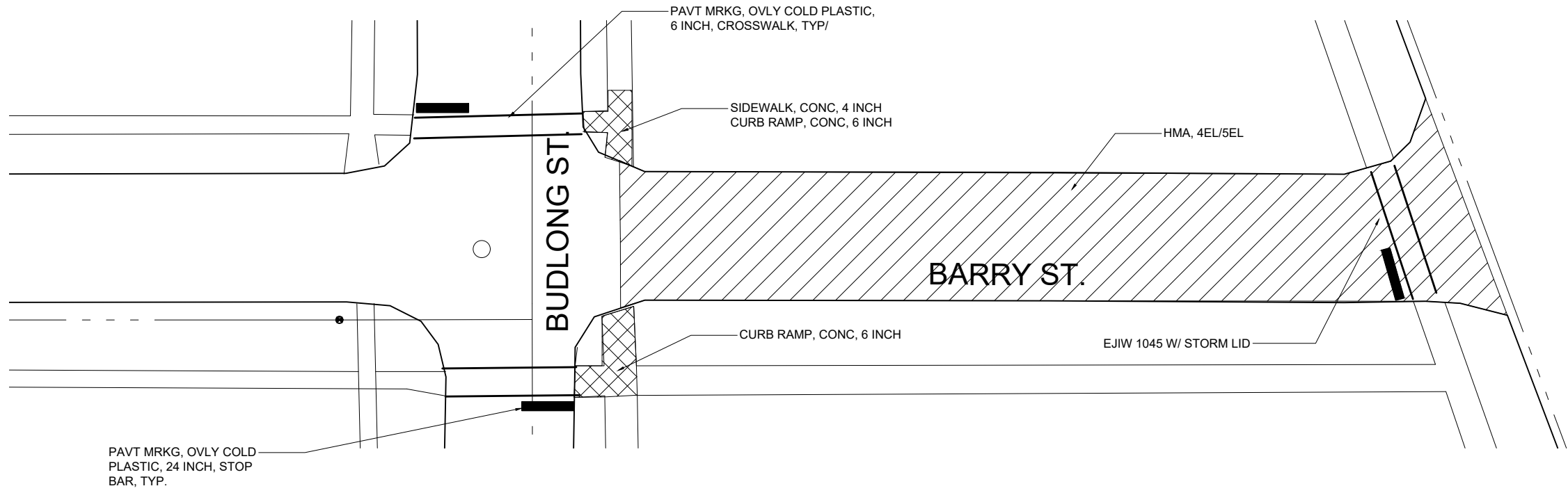
STATION CENTERLINE ELEV.	6+50	6+00	5+50	5+00	4+50	4+00	3+50	3+00	2+50	2+00
	99.11	99.02	99.02	98.99	98.91	98.77	98.72	98.70	98.83	98.25

**NOT FOR  
CONSTRUCTION**

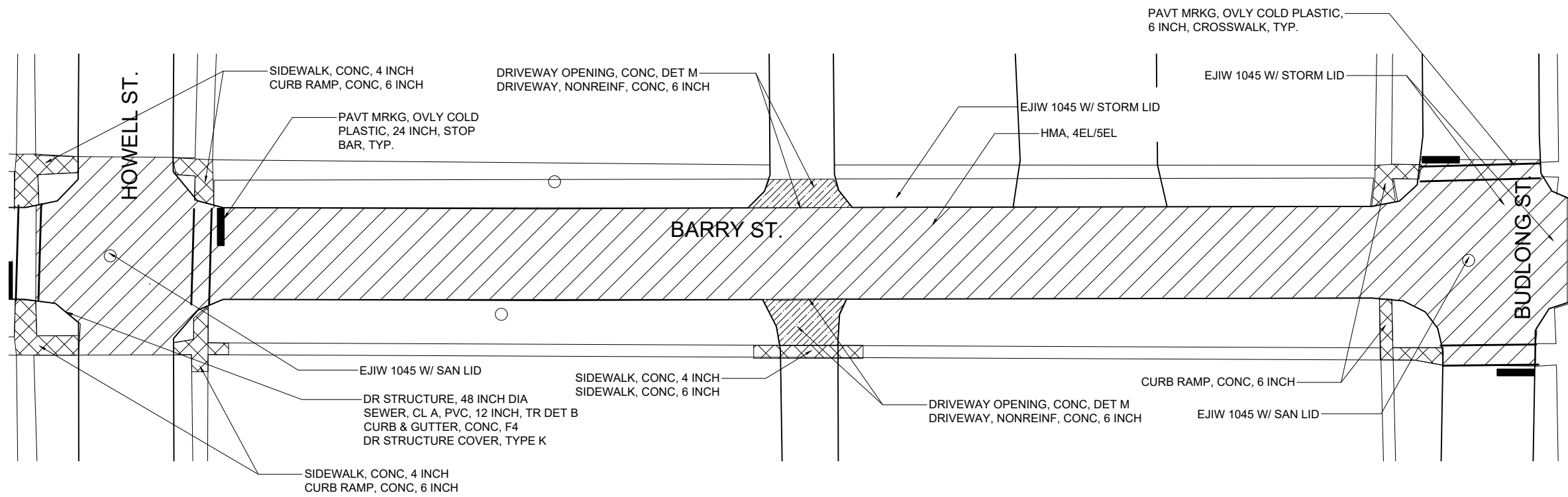
REFER TO C6 & C7 FOR  
CONSTRUCTION DETAILS  
AND MISC. INFORMATION.

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	
1	
2	



**CONSTRUCTION PLAN - STATION 0+00 TO 2+00**



**CONSTRUCTION PLAN - STATION 2+00 TO 7+00**

**CITY OF HILLSDALE**  
**HILLSDALE, MI**  
**BARRY STREET**  
**STREET AND UTILITY**  
**IMPROVEMENTS**  
**CONSTRUCTION PLAN**

SCALE:  
1" = 40'

	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

DRAWING NO.  
**C4**

DRAWING KEY	
HMA PAVING, 4EL/5EL	
NEW SIDEWALK AREAS	
CONC DRIVEWAYS	

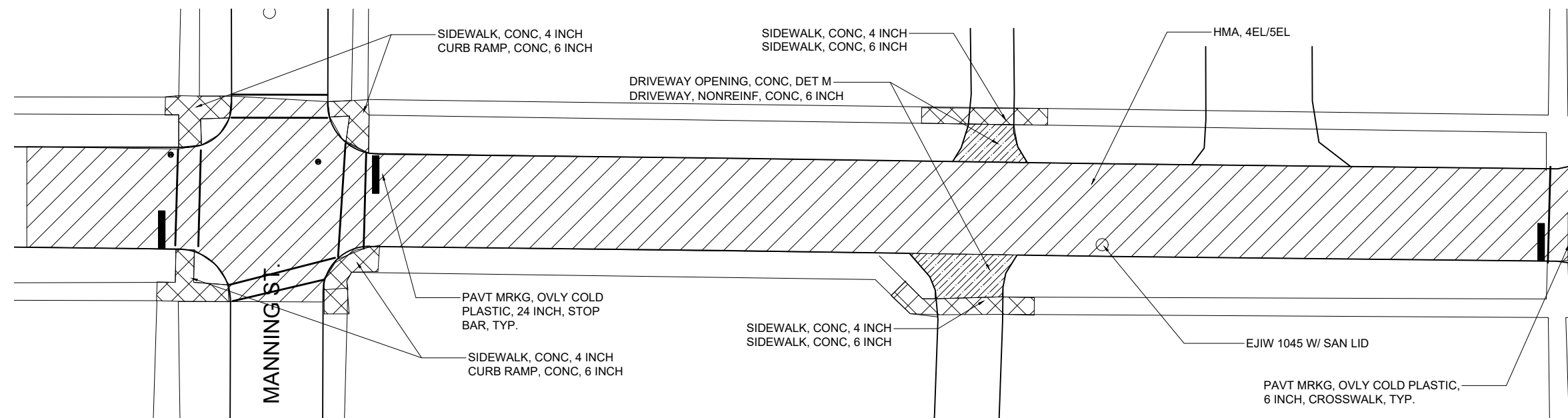
**NOT FOR  
CONSTRUCTION**

REFER TO C6 & C7 FOR  
CONSTRUCTION DETAILS  
AND MISC. INFORMATION

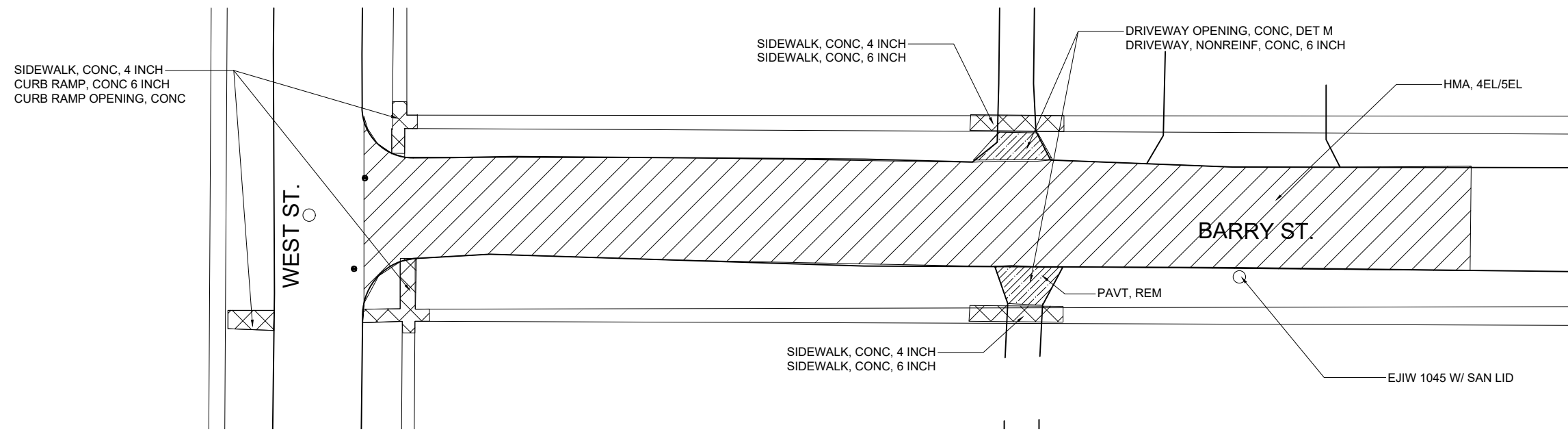
97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	

- 1
- 2



**CONSTRUCTION PLAN - STATION 7+00 TO 12+00**



**CONSTRUCTION PLAN - STATION 12+00 TO 15+50**

**CITY OF HILLSDALE**  
 HILLSDALE, MI  
**BARRY STREET**  
 STREET AND UTILITY  
 IMPROVEMENTS  
**CONSTRUCTION PLAN**

SCALE:  
REFER TO DRAWING

	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

DRAWING NO.  
**C5**

**DRAWING KEY**

HMA PAVING, 4EL/5EL	
NEW SIDEWALK AREAS	
CONC DRIVEWAYS	

**NOT FOR  
CONSTRUCTION**

REFER TO C6 & C7 FOR  
CONSTRUCTION DETAILS  
AND MISC. INFORMATION

97 N BROAD ST.  
HILLSDALE, MI 49242

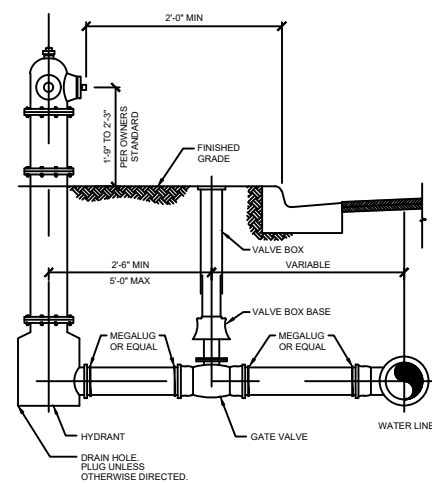
REVISIONS	DATE
ISSUED FOR BIDS	
1	
2	

**CITY OF HILLSDALE  
HILLSDALE, MI  
BARRY STREET  
STREET AND UTILITY  
IMPROVEMENTS**

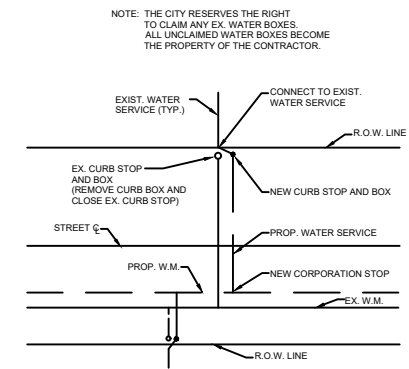
**TYPICAL CONSTRUCTION DETAILS**

SCALE: REFER TO DRAWING		
	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

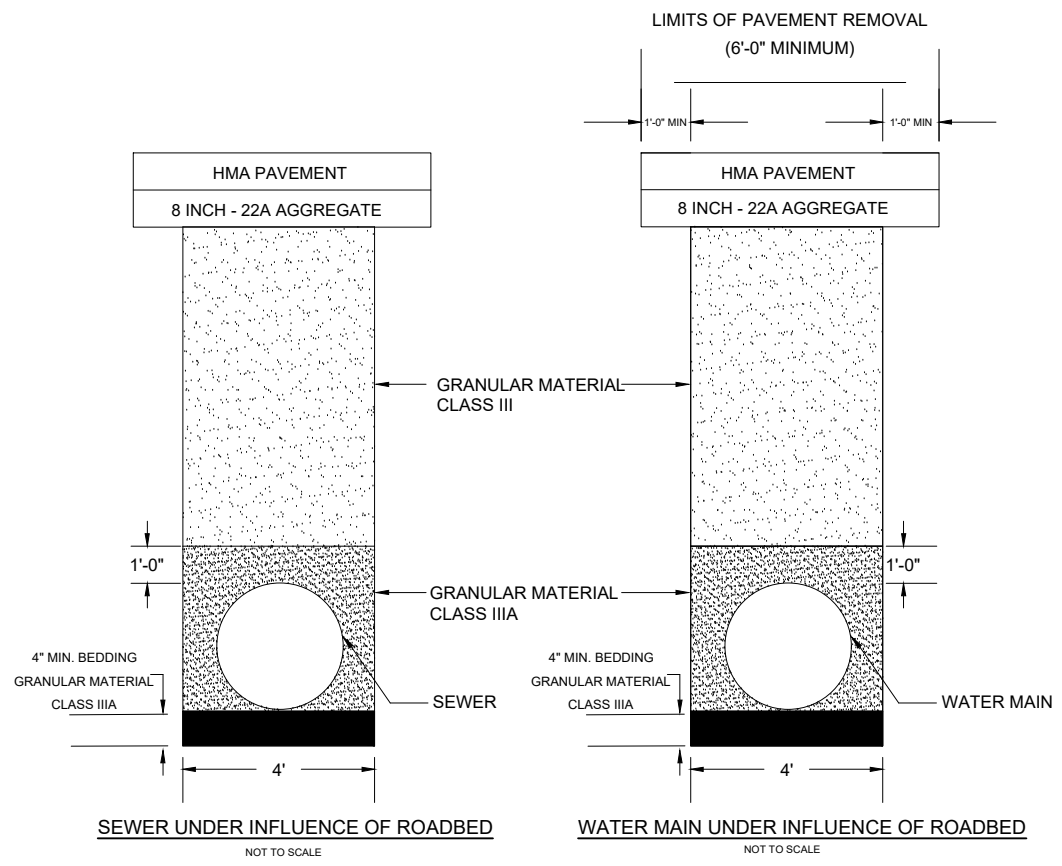
DRAWING NO.  
**C6**



**HYDRANT ASSEMBLY**  
NOT TO SCALE

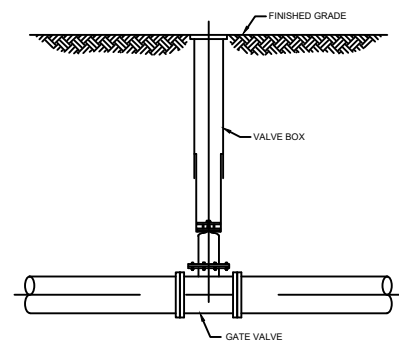


**WATER SERVICE CONNECTION DETAIL**  
NOT TO SCALE

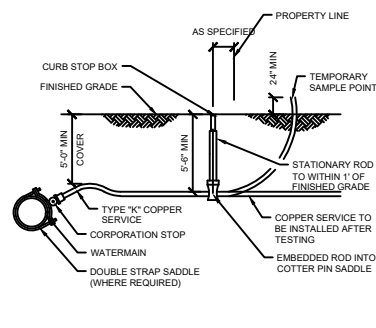


**SEWER UNDER INFLUENCE OF ROADBED**  
NOT TO SCALE

**WATER MAIN UNDER INFLUENCE OF ROADBED**  
NOT TO SCALE

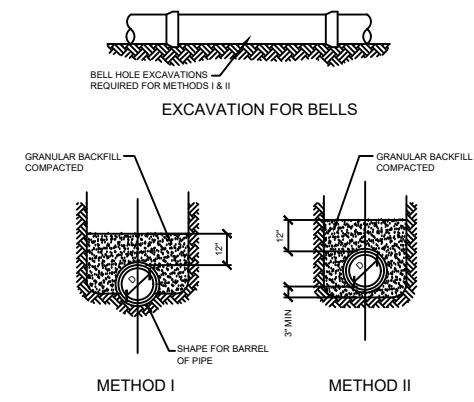


**GATE VALVE DETAIL**  
NOT TO SCALE



- NOTES:  
1. SAMPLE POINT TO BE USED FOR FUTURE SERVICE LEAD.  
2. NO TAP SHALL BE MADE CLOSER THAN 18" TO ANY COUPLING OR JOINT IN THE PIPE.  
3. STATIONARY ROD REQUIRED IN AREAS OF HIGH GROUNDWATER.

**COPPER SERVICE LEAD CONNECTION/SAMPLE POINT**  
NOT TO SCALE



- NOTES:  
1. METHOD I: IN AREAS OF UNCONSOLIDATED SOILS (SAND, GRAVEL, ETC.)  
2. METHOD II: IN AREAS OF CONSOLIDATED SOILS (CLAY, HARDPAN, ROCK, ETC.)

**METHODS OF BEDDING PRESSURE PIPE**  
NOT TO SCALE

**NOT FOR  
CONSTRUCTION**

97 N BROAD ST.  
HILLSDALE, MI 49242

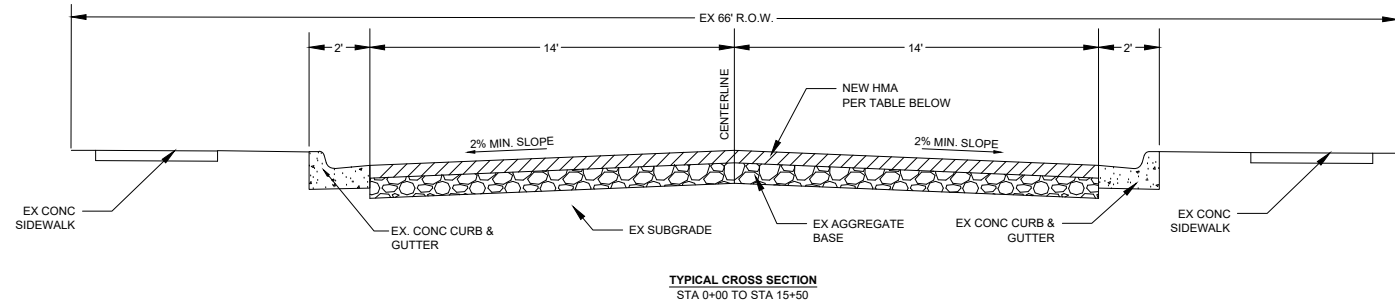
REVISIONS	DATE
ISSUED FOR BIDS	
1	
2	

**CITY OF HILLSDALE  
HILLSDALE, MI  
BARRY STREET  
STREET AND UTILITY  
IMPROVEMENTS**

**TYPICAL CONSTRUCTION DETAILS**

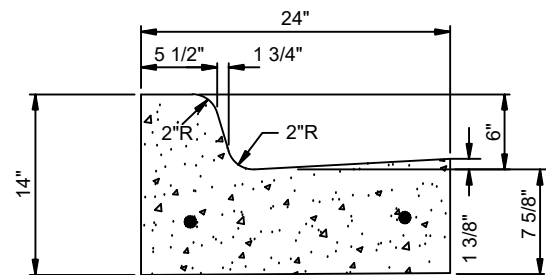
SCALE: REFER TO DRAWING		
	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

DRAWING NO.  
**C7**



HMA APPLICATION TABLE				
TYPE	ITEM	EST. YIELD	BINDER GRADE	AWI
BASE	4EL	220 LBS/SYD	PG 58-28	-
TOP	5EL	220 LBS/SYD	PG 58-28	260

**NOTE:** BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES OF HMA (PAYMENT INCLUDED IN HMA MIX). APPLICATION RATE 0.05 - 0.15 GAL/SYD SS-IH, AS DIRECTED BY ENGINEER.



**24" CONCRETE CURB AND GUTTER  
(MDOT F4 MOD.)**  
NOT TO SCALE

**PUBLIC UTILITIES:** THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO VERIFY THEIR ACCURACY OR THE RESPONSIBILITY IN CASE UTILITIES HAVE BEEN REMOVED OR CONSTRUCTED.

- |  |  |
|--|--|
| <p><b>GAS:</b></p> <p>MICHIGAN GAS UTILITY<br/>70 SAUK RIVER DRIVE<br/>COLDWATER, MI 49036<br/>P - 517-781-0511<br/>ATTN: DONALD SEEKMAN<br/>donald.seekman@michigangasutilities.com</p> <p><b>CABLE TELEVISION:</b></p> <p>COMCAST<br/>16718 US 12<br/>CEMENT CITY, MI 49233<br/>P - 734-359-1669<br/>ATTN: JEFF DOBIES</p> <p><b>WATER/SEWER:</b></p> <p>CITY OF HILLSDALE BPU<br/>45 MONROE STREET<br/>HILLSDALE, MI 49242<br/>P - 517-437-6412<br/>ATTN: JEFF GIER<br/>jgier@hilldalebpu.com</p> | <p><b>ELECTRIC:</b></p> <p>CITY OF HILLSDALE BPU<br/>45 MONROE STREET<br/>HILLSDALE, MI 49242<br/>P - 517-437-6417<br/>ATTN: JAKE HAMMEL<br/>jhammel@hilldalebpu.com</p> <p><b>TELEPHONE:</b></p> <p>AT&amp;T<br/>1041 HURST ROAD<br/>JACKSON, MI 49201<br/>P - 517-750-0660<br/>ATTN: KAREN TRUDGEN<br/>karen.m.trudgen@att.com</p> <p><b>PUBLIC WORKS:</b></p> <p>CITY OF HILLSDALE<br/>149 WATER WORKS AVE<br/>HILLSDALE, MI 49242<br/>517-437-6491<br/>ATTN: JASON BLAKE<br/>jblake@cityofhilldale.org</p> |
|--|--|

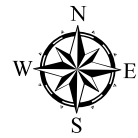
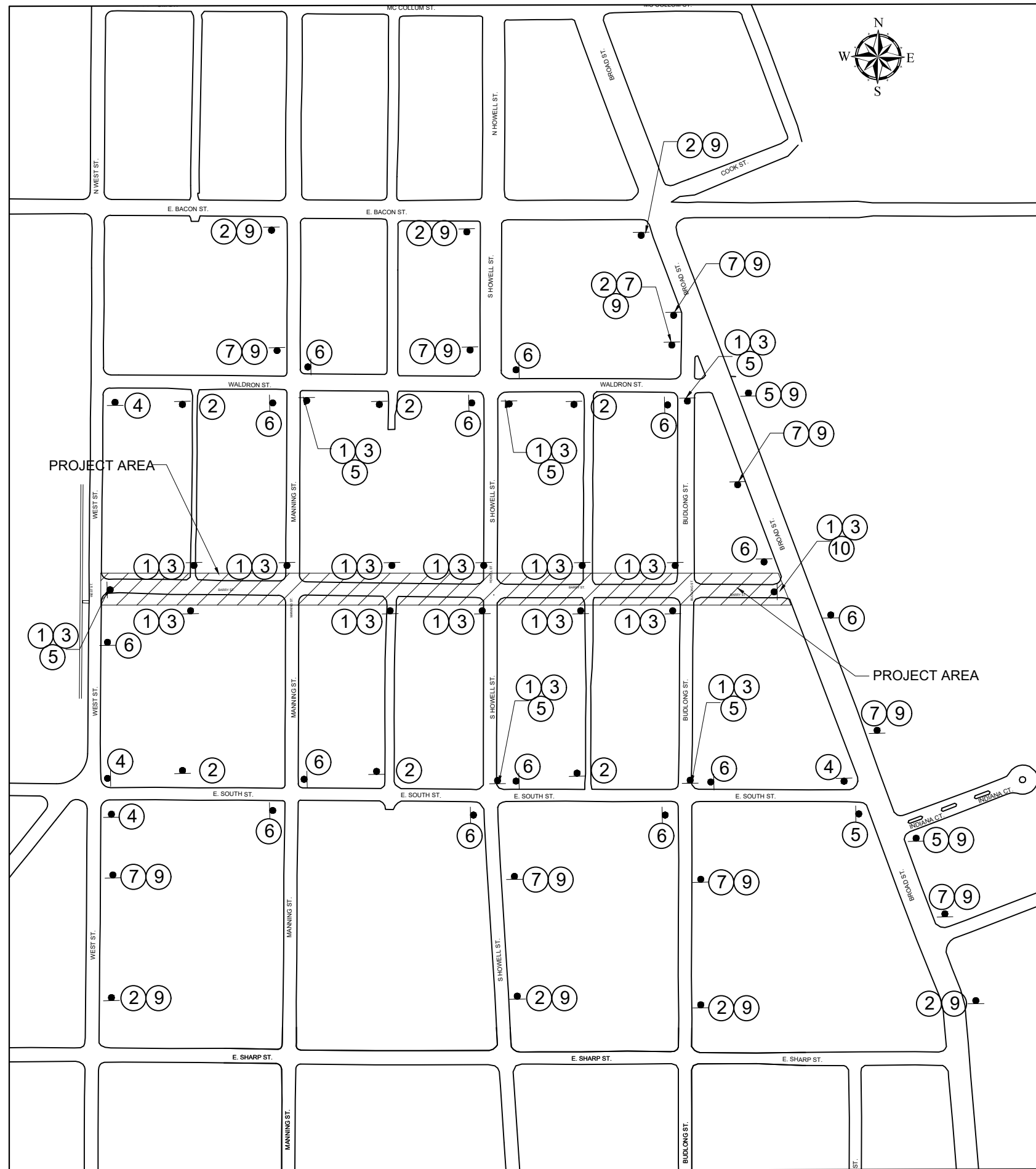
THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONFLICTS IN GRADE SHALL BE REPORTS TO THE CITY ENGINEER AND ADJUSTMENTS MADE AT NO ADDITIONAL COST TO THE OWNER.

STREET & STORM PROJECT QUANTITIES			
ITEM CODE	QUANTITY	UNIT	DESCRIPTION
2030011	4	EA	DR STRUCTURE, REM
2030015	50	LF	SEWER, REM, LESS THAN 24 INCH
2040020	250	LF	CURB & GUTTER, REM
2040050	110	SY	PAVT, REM
5010005	5800	SY	HMA SURFACE, REM
2040055	350	SY	SIDEWALK, REM
2050041	150	CY	SUBGRADE UNDERCUTTING, TYPE II
2057002	15.5	STA	ROADWAY GRADING
2080020	8	EA	EROSION CONTROL, INLET PROTECTION, FABRIC DROP
3020020	150	SY	AGGREGATE BASE (22A), CONDITIONING
4020033	40	LF	SEWER, CL A, 12 INCH, TR DET B
4030005	6	EA	DR STRUCTURE COVER, ADJ, CASE I
4030005	2	EA	DR STRUCTURE COVER, ADJ, CASE 2
4030050	1	EA	DR STRUCTURE COVER, TYPE K
4030210	1	EA	DR STRUCTURE, 48 INCH
4037050	4	EA	EJIW, 1045 W/ "SANITARY" LID
4037050	4	EA	EJIW, 1045 W/ "STORM" LID
5012024	700	TON	HMA, 4EL
5012036	700	TON	HMA, 5EL
8010005	250	SY	DRIVEWAY, NONREINF, CONC, 6 INCH
8020038	350	FT	CURB AND GUTTER, CONC F4
8020050	200	FT	DRIVEWAY OPENING, CONC, DET M
8030010	120	FT	DETECTABLE WARNING SURFACE
8030030	20	FT	CURB RAMP OPEN, CONC
8030044	700	SF	SIDEWALK, CONC, 4 INCH
8030046	425	SF	SIDEWALK, CONC, 6 INCH
8032002	2400	SF	CURB RAMP, CONC, 6 INCH
8110024	620	LF	PAVT MRKG, OVLY COLD PLASTIC, 6 INCH, CROSSWALK
8110045	75	LF	PAVT MRKG, OVLY COLD PLASTIC, 24 INCH, STOP BAR
8120026	X	EA	PEDESTRIAN TYPE II BARRICADE, TEMP
8127051	1	LS	TRAFFIC CONTROL
8167011	875	SY	TURF ESTABLISHMENT
8230431	2	EA	GATE BOX, ADJ, CASE I

WATER & SANITARY PROJECT QUANTITIES			
ITEM CODE	QUANTITY	UNIT	DESCRIPTION
8230050	2	EA	GATE VALVE & BOX, 4 INCH
8230051	2	EA	GATE VALVE & BOX, 6 INCH
8230052	2	EA	GATE VALVE & BOX, 8 INCH
8237001	20	LF	WATER MAIN, DI, 4 INCH, TR DET G
8230151	470	LF	WATER MAIN, DI, 6 INCH, TR DET G
8230156	30	LF	WATER MAIN, DI, 8 INCH, TR DET G
8230240	2	EA	WATER SERVICE
8230245	3	EA	WATER SERVICE, LONG
8237050	1	EA	GATE VALVE, REM
8237050	1	EA	4"x6" DI TEE & TB
8237050	1	EA	8"x6" DI TEE & TB
8237050	4	EA	2" CAP
8237050	2	EA	REMOVE TEE IN EXISTING MAIN
8237050	2	EA	6" - 11-1/4 DEG BEND & TB
8252037	460	LF	SANITARY SEWER, CPVC, 8 INCH, TR DET B2
8252111	2	EA	SANITARY STRUCTURE, TAP, 8 INCH
8257050	4	EA	SANITARY SEWER, SERV LEAD, 4 INCH
8257050	4	EA	SANITARY SEWER, SERV LATERAL TO ROW, 4 INCH
8257050	2	EA	ABANDON EX. SANITARY MH, 19 INCH BELOW GRADE INC. FLOW FILL
8257050	2	EA	8" - 22.5 DEG BEND, CPVC

**NOT FOR  
CONSTRUCTION**





### TRAFFIC CONTROL KEY

KEY	CODE	SIGN NAME	QTY
①		TYPE III BARRICADE, HIGH INTENSITY, LIGHTED	19
②	W20-3	ROAD CLOSED AHEAD	14
③	R11-4	ROAD CLOSED TO THRU TRAFFIC	19
④	M4-9R	DETOUR ARROW - RIGHT	4
⑤	M4-9L	DETOUR ARROW - LEFT	9
⑥	M4-9S	DETOUR ARROW - STRAIGHT	14
⑦	W20-2	DETOUR AHEAD	10
⑧	M4-8A	DETOUR ENDS	0
⑨	D3-1	BARRY STREET PLAQUE	19
⑩	M12-1	DETOUR ARROW - BOTH DIRECTIONS	1

### TRAFFIC CONTROL NOTES

- \*\*QUANTITIES ARE THE MINIMUM REQUIRED, CONTRACTOR MAY INCREASE SIGNAGE AS NEEDED FOR A SAFE WORK ZONE.
- ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE SECTIONS OF THE MDOT 2020 STANDARD SPECIFICATION FOR CONSTRUCTION.
- ALL TRAFFIC CONTROL SHALL CONFORM TO THE REQUIREMENTS OF THE MOST CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
- LIGHTED BARRELS AND/OR GRABBER CONES SHALL BE USED FOR FLAG CONTROL ZONES AND NIGHTTIME LANE CLOSURES.
- BARRELS AND CONES SHALL BE USED THROUGHOUT THE PROJECT IN AREAS WHERE TYPICAL ROAD ITEMS HAVE BEEN REMOVED; I.E. CURB AREAS, DRIVE WAYS, ETC.

**NOT FOR  
CONSTRUCTION**

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	

- ①
- ②

CITY OF HILLSDALE  
HILLSDALE, MI  
**BARRY STREET  
STREET AND UTILITY  
IMPROVEMENTS**

**TRAFFIC CONTROL PLAN**

SCALE:  
REFER TO DRAWING

	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

DRAWING NO.  
**C8**

97 N BROAD ST.  
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDS	
1	
2	

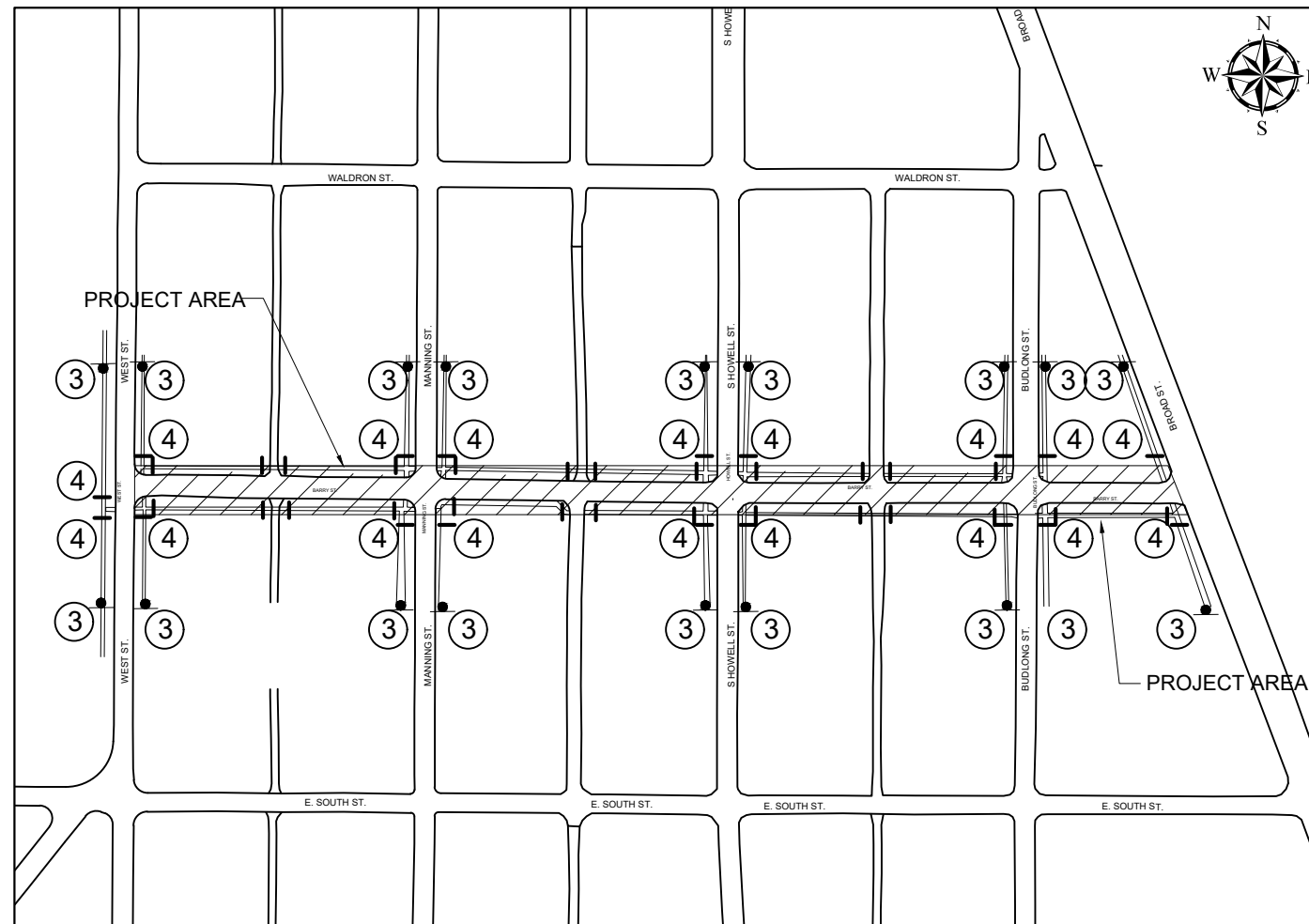
**CITY OF HILLSDALE  
HILLSDALE, MI  
BARRY STREET  
STREET AND UTILITY  
IMPROVEMENTS**

**PEDESTRIAN TRAFFIC CONTROL PLAN**

SCALE:  
REFER TO DRAWING

	NAME	DATE
DESIGNED	KLB	12/17/24
DRAWN	KLB	12/17/24
CHECKED	JB	12/27/24

DRAWING NO.  
**C9**



PEDESTRIAN CONTROL KEY			
KEY	CODE	SIGN	*QTY
1	R9-11L	SIDEWALK CLOSED AHEAD - CROSS HERE LEFT	0
2	R9-11R	SIDEWALK CLOSED AHEAD - CROSS HERE RIGHT	0
3	R9-11	SIDEWALK CLOSED AHEAD	18
4	R9-9	SIDEWALK CLOSED	18
-		PEDESTRIAN TYPE II BARRICADE, TEMP	44

- TRAFFIC CONTROL NOTES**
- \*\*QUANTITIES ARE THE MINIMUM REQUIRED, CONTRACTOR MAY INCREASE SIGNAGE AS NEEDED FOR A SAFE WORK ZONE.
  - ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE SECTIONS OF THE MDOT 2020 STANDARD SPECIFICATION FOR CONSTRUCTION.
  - ALL TRAFFIC CONTROL SHALL CONFORM TO THE REQUIREMENTS OF THE MOST CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
  - LIGHTED BARRELS AND/OR GRABBER CONES SHALL BE USED FOR FLAG CONTROL ZONES AND NIGHTTIME LANE CLOSURES.
  - BARRELS AND CONES SHALL BE USED THROUGHOUT THE PROJECT IN AREAS WHERE TYPICAL ROAD ITEMS HAVE BEEN REMOVED; I.E. CURB AREAS, DRIVEWAYS, ETC.

**NOT FOR  
CONSTRUCTION**

## Engineer's Opinion of Costs

<b>Project Number:</b> 2025 <b>Estimate Number:</b> 1: Barry Street from Broad to West Streets <b>Project Type:</b> Miscellaneous <b>Location:</b> City of Hillsdale Barry Street <b>Description:</b> Milling and resurfacing of Barry Street from Broad to West. With new water and sanitary sewer between Howell and Budlong.	<b>Project Engineer:</b> Kristin Bauer <b>Date Created:</b> 9/10/2024 <b>Date Edited:</b> 12/27/2024 <b>Fed/State #:</b> <b>Fed Item:</b> <b>Control Section:</b>
--	--

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
<b>Category: 0000</b>						
0001	1100001	Mobilization, Max	1.000	LSUM	\$8,000.00	\$8,000.00
0002	2030011	Dr Structure, Rem	4.000	Ea	\$466.16	\$1,864.64
0003	2030015	Sewer, Rem, Less than 24 inch	50.000	Ft	\$23.56	\$1,178.00
0004	2040020	Curb and Gutter, Rem	250.000	Ft	\$10.00	\$2,500.00
0005	2040050	Pavt, Rem	110.000	Syd	\$11.19	\$1,230.90
0006	2040055	Sidewalk, Rem	350.000	Syd	\$11.69	\$4,091.50
0007	2050041	Subgrade Undercutting, Type II	150.000	Cyd	\$36.50	\$5,475.00
0008	2057002	_ Roadway Grading	15.500	Sta	\$1,800.00	\$27,900.00
0009	2080020	Erosion Control, Inlet Protection, Fabric Drop	8.000	Ea	\$150.00	\$1,200.00
0010	3020020	Aggregate Base, 8 inch	150.000	Syd	\$16.25	\$2,437.50
0011	4020033	Sewer, Cl A, 12 inch, Tr Det B	40.000	Ft	\$92.02	\$3,680.80
0012	4030005	Dr Structure Cover, Adj, Case 1	6.000	Ea	\$950.00	\$5,700.00
0013	4030006	Dr Structure Cover, Adj, Case 2	2.000	Ea	\$750.00	\$1,500.00
0014	4030050	Dr Structure Cover, Type K	1.000	Ea	\$1,150.00	\$1,150.00
0015	4030210	Dr Structure, 48 inch dia	1.000	Ea	\$3,350.00	\$3,350.00
0016	4037050	_ EJIW1045 w/10140 "Sanitary"	4.000	Ea	\$1,000.00	\$4,000.00
0017	4037050	_ EJIW1045 w/1040 "Storm"	4.000	Ea	\$1,000.00	\$4,000.00
0018	5010005	HMA Surface, Rem	5,800.000	Syd	\$8.75	\$50,750.00
0019	5012024	HMA, 4EL	700.000	Ton	\$98.38	\$68,866.00
0020	5012036	HMA, 5EL	700.000	Ton	\$101.15	\$70,805.00
0021	8010005	Driveway, Nonreinf Conc, 6 inch	250.000	Syd	\$46.91	\$11,727.50
0022	8020038	Curb and Gutter, Conc, Det F4	350.000	Ft	\$24.65	\$8,627.50

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
0023	8020050	Driveway Opening, Conc, Def M	200.000	Ft	\$35.00	\$7,000.00
0024	8030010	Detectable Warning Surface	120.000	Ft	\$44.39	\$5,326.80
0025	8030030	Curb Ramp Opening, Conc	20.000	Ft	\$27.20	\$544.00
0026	8030044	Sidewalk, Conc, 4 inch	700.000	Sft	\$6.20	\$4,340.00
0027	8030046	Sidewalk, Conc, 6 inch	425.000	Sft	\$8.42	\$3,578.50
0028	8032002	Curb Ramp, Conc, 6 inch	2,400.000	Sft	\$8.00	\$19,200.00
0029	8110024	Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	620.000	Ft	\$24.07	\$14,923.40
0030	8110045	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	75.000	Ft	\$29.43	\$2,207.25
0031	8120026	Pedestrian Type II Barricade, Temp	44.000	Ea	\$85.92	\$3,780.48
0032	8127051	_ Traffic Control	1.000	LSUM	\$20,000.00	\$20,000.00
0033	8167011	_ Turf Establishment	875.000	Syd	\$10.00	\$8,750.00
0034	8230431	Gate Box, Adj, Case 1	2.000	Ea	\$750.00	\$1,500.00

**Category 0000 Total: \$381,184.77**

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
<b>Category: 0001 Water &amp; Sanitary Sewer Items</b>						
0035	8230050	Gate Valve and Box, 4 inch	2.000	Ea	\$1,000.00	\$2,000.00
0036	8230051	Gate Valve and Box, 6 inch	2.000	Ea	\$2,507.78	\$5,015.56
0037	8230052	Gate Valve and Box, 8 inch	2.000	Ea	\$2,952.01	\$5,904.02
0038	8230151	Water Main, DI, 6 inch, Tr Det G	470.000	Ft	\$150.00	\$70,500.00
0039	8230156	Water Main, DI, 8 inch, Tr Det G	30.000	Ft	\$150.00	\$4,500.00
0040	8230240	Water Serv	2.000	Ea	\$2,500.00	\$5,000.00
0041	8230245	Water Serv, Long	3.000	Ea	\$4,053.33	\$12,159.99
0042	8237001	_ Water Main, DI, 4 inch, TR Det G	20.000	Ft	\$150.00	\$3,000.00
0043	8237050	_ 2" Cap	4.000	Ea	\$500.00	\$2,000.00
0044	8237050	_ 4" x 6" DI Tee & TB	1.000	Ea	\$1,500.00	\$1,500.00
0045	8237050	_ 6" - 11-1/4 Deg Bend & TB	2.000	Ea	\$1,250.00	\$2,500.00
0046	8237050	_ 8" x 6" DI Tee & TB	1.000	Ea	\$1,500.00	\$1,500.00
0047	8237050	_ Gate Valve, Rem	1.000	Ea	\$1,150.00	\$1,150.00
0048	8237050	_ Remove Tee in Existing Water Main	2.000	Ea	\$2,500.00	\$5,000.00
0049	8252037	Sanitary Sewer, PVC, 8 inch, Tr Det B2	460.000	Ft	\$156.74	\$72,100.40
0050	8252111	Sanitary Structure, Tap, 8 inch	2.000	Ea	\$1,500.00	\$3,000.00
0051	8257050	_ 8" - 22.5 Deg Bend, CPVC	2.000	Ea	\$1,500.00	\$3,000.00
0052	8257050	_ Abandon Ex Sanitary MH, 18 Inch Below Grade, Including Flowable Fill	2.000	Ea	\$500.00	\$1,000.00
0053	8257050	_ Sanitary Sewer, Serv Lateral to ROW, 4 Inch	4.000	Ea	\$2,580.00	\$10,320.00
0054	8257050	_ Sanitary Sewer, Serv Lead, 4 Inch	4.000	Ea	\$2,250.00	\$9,000.00
0055	8507040	_ Service Line Location via Hydro-Excavation	15.000	Hr	\$340.00	\$5,100.00

**Category 0001 Total: \$225,249.97**

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
<b>Estimate Total:</b>						<b>\$606,434.74</b>

# **City of Hillsdale**

## **Agenda Item Summary**

**Meeting Date:** January 6, 2025

**Agenda Item:** New Business

**SUBJECT:** Airport Hangar Repair

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

In an effort to move the Airport towards self-sufficiency, at the encouragement of City Council, the Airport's staff prepared a detailed budget to repair all the remaining hangars and existing terminal at the Airport. Like the successful renovation of Corp. Hangar #2, previously approved by the City Council, the work would be handled by Airport staff for a not-to-exceed amount of \$105,000 from the Capital Improvement Fund - Facilities Improvement (401-900-000-975.044). The repairs will allow the Airport to increase rents and provide for a 2-4 year payback period per Option #1 in the attached spreadsheets. Upon completion of the repairs and increasing of the rents it's believed the Airport can gradually reduce its' dependence on the General Fund to achieve total self-sufficiency over the next 3 years.

Attached are the cost breakdowns, payback calculations and rent increase options.

**RECOMMENDATION:**

City Council consider approving the remaining repairs to the Airport's hangars and existing terminal from the Capital Improvement Fund - Facilities Improvement (401-900-000-975.044) for an amount not to exceed \$105,000.

**Tee Hangars 4-18 (3 Buildings) doors/headers/bottom boards/vents/paint/track/dollies****Hangar Doors**

Description	Qty	Price Each	Total
2 x 6 x 12	360	\$16.58	\$5,968.80
Tin	15	\$600.00	\$9,000.00
Tin Shipping	5	\$300.00	\$1,500.00
Screws	1	\$400.00	\$400.00
nails	1	\$200.00	\$200.00
Plates	360	\$2.50	\$900.00
Door Latches	30	\$21.47	\$644.10
Door Hooks	30	\$2.18	\$65.40
Door Handles	30	\$5.92	\$177.60
Misc,	1	\$2,000.00	\$2,000.00
		Total	\$20,855.90

**Headers**

Description	Qty	Price Each	Total
2 x 12 x 26	62	\$25.00	\$1,550.00
Fasteners	1	\$200.00	\$200.00
Double Railing	139	\$150.00	\$20,850.00
Track cover	114	\$25.00	\$2,850.00
Dollies Track	120	\$60.00	\$7,200.00
Misc.	1	\$1,000.00	\$1,000.00
		Total	\$33,650.00

**Bottom Boards**

Description	Qty	Price Each	Total
2 x 8 x 12	60	\$20.00	\$1,200.00
4 x 4 x 8	30	\$20.18	\$605.40
fasteners/concrete	1	\$200.00	\$200.00
Brackets/4 x 4 x 8	30	\$20.18	\$605.40
		Total	\$2,610.80

**End Vents**

Description	Qty	Price Each	Total
14 x 24	6	\$15.98	\$95.88
Misc			\$200.00
		Total	\$295.88

**Paint**

Description	Qty	Price Each	Total
5 gallons	3	\$125.00	\$375.00
		Total	\$375.00

Grand Total for T-Hanagars 4-18 \$57,787.58



**Tee Hangars 1-3/Maint/Old Terminal doors/headers/bottom boards/vents/paint/track/dollies**

Description	Qty	Price Each	Total
2 x 6 x 12	72	\$16.58	\$1,193.76
Tin	4	\$650.00	\$2,600.00
Tin Shipping	4	\$350.00	\$1,400.00
Screws	1	\$400.00	\$400.00
nails	1	\$150.00	\$150.00
Plates	72	\$2.50	\$180.00
Door Latches	12	\$30.00	\$360.00
Door Hooks	12	\$2.18	\$26.16
Door Handles	12	\$5.92	\$71.04
Misc,	1	\$2,500.00	\$2,500.00
Replace Face Plate Board	30	\$22.58	\$677.40
Paint out Side	5	\$25.00	\$125.00
		Total	\$9,683.36

**Headers**

Description	Qty	Price Each	Total
2 x 12 x 26	64	\$25.00	\$1,600.00
Fasteners	1	\$300.00	\$300.00
Double Railing	27	\$150.00	\$4,050.00
Track cover	21	\$25.00	\$525.00
Dollies Track	24	\$60.00	\$1,440.00
Misc.	1	\$3,000.00	\$3,000.00
		Total	\$10,915.00

**Bottom Boards**

Description	Qty	Price Each	Total
2 x 8 x 12	24	\$16.58	\$397.92
4 x 4 x 8	6	\$20.18	\$121.08
fasteners/concrete	1	\$100.00	\$100.00
Brackets/4 x 4 x 8	6	\$20.18	\$121.08
		Total	\$740.08

**Misc.**

Gutters	26	\$28.99	\$753.74
Down spouts	12	\$16.48	\$197.76
straps	24	\$1.00	\$24.00
Gutter fasteners	42	\$1.44	\$60.48
Elbows	36	\$5.23	\$188.28
End caps	10	\$3.49	\$34.90
Gutter downs	10	\$9.43	\$94.30
		Total	\$1,353.46

**Paint**

Description	Qty	Price Each	Total
5 gallons	5	\$125.00	\$625.00
		Total	\$625.00

Grand Total For 1-3 T -Hangars and Maint Hangar \$23,316.90

Grand Total for all T Hangar/ Maint. and Terminal \$81,104.48

## Corp. #1 Hangar doors/headers/bottom boards/vents/paint/track/dollies

### Hangar Doors

Description	Cost
6" x 6" x 24' Treated /Ground Contact/Menards/\$143.79 ea	\$287.58
2x8x24' treated 4 @ 24' @ \$106.89/Menards	\$427.56
1/2" x 3" galv. Hex head 1 pkg is 7 pcs at \$4.08/ 4 pgks/menards	\$16.32
1/2" x 4" galv. Hex Head 1pkg is 5 at 4.08/ 5 pkg/menards	\$22.90
1/2 washers zinc 1 pkg is 18 pcs/ \$1.68 ea/menards	\$5.67
Door Sweep 5 " brush Online NSCD North Door/ 28 @ \$22.28	\$623.84
bpu Install Post	
Lifts 2@4day	\$2,000.00
Hanger w/ bolts 8@ \$167.62/McMasters	\$1,340.96
1/2" -13 x 10" galv. Bolt 2@ \$4.08/ 2 pack	\$9.16
1/2"- 13 nut 2@ \$1.38	\$6.20
Install Gutters	\$1,144.28
Paint OutSide	405
Total	\$6,289.47

Grand Total Materials for Corp.#1/T-Hangar 1-18/Old Terminal/Maint. Hangar	\$87,393.95
Laborer Wages 7 months x \$15.	\$16,800.00
Grand Total Cost for Hangars doing work inhouse	\$104,193.95

## Corp. #1 Hangar Door Replacement/Paint/Gutters

Purchase/Install Powerlift Hydraulic Door	\$42,377.74
Siccor Lift 2 x 2 days	\$1,000.00
oil	\$250.00
220v Provide at Door	\$2,000.00
Removal of Old Door and prep opening	\$1,500.00
Prep Door Opening for Door/Frame	\$5,000.00
Trim off Door after installed	\$2,000.00
Install LED Lighting	\$2,837.00
Paint OutSide (inhouse Price)	\$405.00
Paint Inside (Inhouse Price)	\$405.00
Gutters (inhouse Price)	\$1,144.28
Total	\$58,919.02

# Payback Calculations

Description	Total Cost	# of Years Payback Corp. Option (only)	# of Years Payback Corp. Option Revenue Only (only)	# of Years Payback Option #1 Revenue Increase only	# of Years Payback Option #2 Revenue Increase only	# of Years Payback Option #2 Revenue Increase only	
Cost of All Repairing 18 T Hangars Building/Maint Hangar/Old Terminal Building- Done In-House	\$104,193.95			1.70	4.13	2.14	8.27
Replace All Door							
Replace All Door Tracks							
Replace All Latches, Hooks and Handles on Doors							
Replace all Door Dollies							
Replace All Bottom Boards and Support Post in Ground							
Replace End Vents							
Extra Labor of Person to Help w/Work							
Cost of Installing a Power Lift Door w/ Contractor	\$58,919.02	5.46	16.37				
Siccor Lift Rental							
Hyd. Oil							
Electric Work							
Removal of Old Door							
Prep Door Opening for New Door							
Trim Work after Door Installed							
LED Lights							
Paint Outside (Inhouse Labor)							
Paint Inside (Inhouse Labor)							
Install Gutters (Inhouse) Labor							

### Corp. Option

Monthly Revenue Increase on Corp. # 1 Hangar	\$300.00
Monthly Revenue Total on Hangar	\$900.00
Total Revenue for Year	\$10,800.00

### Option #1

Monthly Revenue Increased on T Hangars	\$100.00
Monthly Total Revenue Per T Hangars	\$200.00
Monthly Revenue on All T Hangars	\$3,600.00
Monthly Revenue Increase on Corp. # 1 Hangar	\$300.00
Monthly Revenue Total on Hangar	\$900.00
Monthly Increase in Revenue from All Air Craft Hangars minus Maint. Hangar	\$2,100.00
Monthly Total Revenue from All Air Craft Hangars minus Maint. Hangar	\$4,500.00
Monthly Revenue for Maint. Hangar	\$600.00
Monthly Revenue Total For All Hangar Rentals	\$5,100.00
Yearly Revenue Increase for all Hangars	\$25,200.00
Yearly Revenue For All Hangars and Maint.	\$61,200.00

### Option #2

Monthly Revenue Increased on T Hangars	\$50.00
Monthly Total Revenue Per T Hangars	\$150.00
Monthly Revenue on All T Hangars	\$2,700.00
Monthly Revenue Increase on Corp. # 1 Hangar	\$150.00
Monthly Revenue Total on Hangar	\$750.00
Monthly Increase in Revenue from All Air Craft Hangars minus Maint. Hangar	\$1,050.00
Monthly Total Revenue from All Air Craft Hangars minus Maint. Hangar	\$3,450.00
Monthly Revenue for Maint. Hangar	\$600.00
Monthly Revenue Total For All Hangar Rentals and Maint	\$4,050.00
Yearly Revenue Increase for all Hangars	\$12,600.00
Yearly Total Revenue For All Hangars and Maint.	\$48,600.00