



City of Hillsdale

City Council Agenda

October 2, 2017
7:00 p.m.

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

- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
 - A. Approval of Bills
 1. City Claims of September 22, 2017: \$60,786.72
 2. BPU Claims of September 8, 2017: \$61,043.94
 3. Payroll of September 21, 2017: \$162,669.38.
 - B. City Council Minutes
 1. September 5, 2017 Regular Meeting
 2. September 18, 2017 Regular Meeting
 - C. 2017 S.O.A.R. Agreement with Hillsdale College
- VI. Communications/Petitions**
 - A. Proclamation - National Metastatic Breast Cancer Awareness Day
 - B. 2017 State of the City
- VII. Introduction and Adoption of Ordinance/Public Hearing**
- VIII. Unfinished Business**
- IX. Old Business**
 - A. Resolution #3321 "Resolution Regarding the Medical Marihuana Facilities Licensing Act"
 - B. Settlement re: Townley v City Council for the City of Hillsdale, Hillsdale Board of Public Utilities et. al.
 - C. ICE Grant Award
- X. New Business**
 - A. Set Public Hearing – OPRA Exemption Certificate – 115 E Carleton Road
 - B. TCO 2017-54: One Way designation for Alley (Permanent TCO)
 - C. TCO 2017-55: TCO 2017-55: Parking on Waldron Street
 - D. Transfer of Ownership – Fire Safety House
 - E. Concrete/Asphalt Crushing Contract with Kalin Construction Company, Inc.
 - F. Redesign Contract for a new City & BPU Website

- XI. Miscellaneous Reports**
- XII. City Manager's Report**
- XIII. General Public Comment**
- XIV. Council Comment**
- XV. Adjournment**

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 104							
101-265.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	SEPT 2017	09/21/17	40.35	104
588-588.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	SEPT 2017	09/21/17	37.61	104
Total For Check 104						77.96	
Check 105							
101-441.000-801.000	CONTRACTUAL SERVICES	SPOK, INC	DPS PAGER RENTAL	A7385433U	09/21/17	18.70	105
Total For Check 105						18.70	
Check 78005							
101-441.000-862.000	LODGING AND MEALS	JASON BLAKE	MPSI CONFERNECE - MEALS ADVANCEMEN	EXPENSE	09/21/17	100.00	78005
Total For Check 78005						100.00	
Check 78006							
208-000.000-692.000	OTHER REVENUE	MACEY, JACKIE	DAMAGE DEPOSIT REFUND MRS. STOCK'S	REFUND	09/18/17	150.00	78006
Total For Check 78006						150.00	
Check 78007							
101-000.000-228.013	DUE TO ALLERUS - DC CONT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	09-21-17	09/21/17	371.82	78007
101-301.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	09-21-17	09/21/17	63.72	78007
271-790.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	09-21-17	09/21/17	41.21	78007
271-790.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	09-21-17	09/21/17	96.16	78007
699-441.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	09-21-17	09/21/17	64.48	78007
Total For Check 78007						637.39	
Check 78008							
101-209.000-801.000	CONTRACTUAL SERVICES	APEX II	APEX SKETCHING SOFTWARE ANNUAL MAI	298086	09/27/17	470.00	78008
Total For Check 78008						470.00	
Check 78009							
271-790.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	BUSINESS CARDS	143672	10/10/17	30.50	78009
Total For Check 78009						30.50	
Check 78010							
588-588.000-925.000	TELEPHONE	AT&T LONG DISTANCE	MONTHLY LONG DISTANCE - DART	829553719 AUG 2	10/04/17	16.88	78010
Total For Check 78010						16.88	
Check 78011							
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	BOOK RETURN CREDIT	0003006399	09/21/17	(15.26)	78011
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	ADULT BOOKS	2033138513	10/06/17	308.11	78011
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	ADULT BOOK ORDER	2033138509	10/06/17	14.17	78011
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	AUGUST ADULT	2033138510	10/06/17	20.95	78011
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	CHILDREN'S BOOKS	2033138511	10/06/17	38.95	78011
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	CHILDREN'S BOOKS	2033138512	10/06/17	99.62	78011
Total For Check 78011						466.54	
Check 78012							
247-900.000-726.000	SUPPLIES	BEAN CREEK GARDEN CEN	FLOWERS FOR BEAUTIFICATION	83	10/11/17	75.00	78012
247-900.000-801.000	CONTRACTUAL SERVICES	BEAN CREEK GARDEN CEN	TIFA BEAUTIFICATION	78	08/28/17	50.36	78012
247-900.000-801.000	CONTRACTUAL SERVICES	BEAN CREEK GARDEN CEN	TIFA BEAUTIFICATION	79	09/09/17	7.00	78012
247-900.000-801.000	CONTRACTUAL SERVICES	BEAN CREEK GARDEN CEN	TIFA BEAUTIFICATION	79	09/09/17	71.92	78012
247-900.000-801.000	CONTRACTUAL SERVICES	BEAN CREEK GARDEN CEN	TIFA BEAUTIFICATION	79	09/09/17	7.50	78012
247-900.000-801.000	CONTRACTUAL SERVICES	BEAN CREEK GARDEN CEN	TIFA BEAUTIFICATION	79	09/09/17	35.00	78012
247-900.000-801.000	CONTRACTUAL SERVICES	BEAN CREEK GARDEN CEN	TIFA BEAUTIFICATION	81	10/05/17	100.00	78012
Total For Check 78012						346.78	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78013							
101-400.000-860.000	TRANSPORTATION AND MILEA	ALAN BEEKER	REGION 2 MEETING MILEAGE REIMBURSE	MILEAGE	09/21/17	36.38	78013
						<u>36.38</u>	
Total For Check 78013							
Check 78014							
202-460.000-801.000	CONTRACTUAL SERVICES	BILL'S LAWN CARE, LLC	INSTALL CONCRETE DRIVE APPROACH -	21452	10/11/17	1,100.00	78014
						<u>1,100.00</u>	
Total For Check 78014							
Check 78015							
101-172.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	82.80	78015
101-215.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	123.35	78015
101-219.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	55.20	78015
101-301.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0000	09/28/17	788.34	78015
101-301.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	178.55	78015
101-336.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0001	09/28/17	164.02	78015
101-400.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	95.75	78015
101-441.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	150.95	78015
208-751.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	55.20	78015
271-790.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	55.20	78015
588-588.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0006	09/28/17	99.16	78015
588-588.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	55.20	78015
640-444.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0006	09/28/17	85.92	78015
640-444.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	27.60	78015
699-441.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0006	09/28/17	418.06	78015
699-441.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	OCT 2017 0002	09/28/17	27.60	78015
						<u>2,462.90</u>	
Total For Check 78015							
Check 78016							
247-900.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	DAWN THEATER	AUG 2017	09/25/17	55.00	78016
247-900.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	KEEFER HOTEL UTILITIES	AUG 2017	09/25/17	39.00	78016
						<u>94.00</u>	
Total For Check 78016							
Check 78017							
101-336.000-801.000	CONTRACTUAL SERVICES	BREATHING AIR SYSTEMS	ANNUAL MAINTENANCE PROGRAM RENEWAL	0024192	12/05/17	520.00	78017
101-336.000-801.000	CONTRACTUAL SERVICES	BREATHING AIR SYSTEMS	ANNUAL MAINTENANCE PROGRAM RENEWAL	0024192	12/05/17	555.00	78017
101-336.000-801.000	CONTRACTUAL SERVICES	BREATHING AIR SYSTEMS	ANNUAL MAINTENANCE PROGRAM RENEWAL	0024192	12/05/17	164.00	78017
						<u>1,239.00</u>	
Total For Check 78017							
Check 78018							
633-000.000-111.000	INVENTORY - MAT. AND SUP	CARR BROTHERS & SON I	CLASS II SAND	102283	09/30/17	206.46	78018
						<u>206.46</u>	
Total For Check 78018							
Check 78019							
101-441.000-955.588	MISC. - CDL LICENSING/TE	CE & A PROFESSIONAL S	RANDOM DOT DRUG TEST	33607	10/13/17	126.84	78019
						<u>126.84</u>	
Total For Check 78019							
Check 78020							
247-900.000-801.000	CONTRACTUAL SERVICES	CHESTNEY PUBLISHING	QUARTER PAGE AD NOV/DEC	6705	10/01/17	185.00	78020
						<u>185.00</u>	
Total For Check 78020							
Check 78021							
101-441.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	CLEANING PRODUCTS & DISPENSER	35177147	10/10/17	32.79	78021
						<u>32.79</u>	
Total For Check 78021							
Check 78022							
101-174.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	33.72	78022

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78022							
101-209.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	FILING SUPPLIES - 2ND FLOOR	444142	09/13/17	26.74	78022
101-209.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	118.56	78022
101-215.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	224.25	78022
101-215.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	28.75	78022
101-253.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	ADJUSTABLE DESK RISER	444276	09/22/17	304.49	78022
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	DVD-R	592969	09/27/17	2.84	78022
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	DVD-R/CD WINDOW ENVELOPES	592975	09/27/17	21.29	78022
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	DVD-R/CD WINDOW ENVELOPES	592975	09/27/17	10.95	78022
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	DVD-R/CD WINDOW ENVELOPES	592975	09/27/17	85.71	78022
101-301.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	8.59	78022
101-336.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	CLIP BOARDS/PENS/FILE TABS/MOUSE P	593311	10/03/17	3.00	78022
101-336.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	CLIP BOARDS/PENS/FILE TABS/MOUSE P	593311	10/03/17	16.03	78022
101-336.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	CLIP BOARDS/PENS/FILE TABS/MOUSE P	593311	10/03/17	10.70	78022
101-336.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	CLIP BOARDS/PENS/FILE TABS/MOUSE P	593311	10/03/17	1.99	78022
101-336.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	CLIP BOARDS/PENS/FILE TABS/MOUSE P	593311	10/03/17	22.37	78022
101-372.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	74.07	78022
101-400.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	74.07	78022
101-441.000-801.000	SUPPLIES	CURRENT OFFICE SOLUTI	PENCIL, POST ITS, CORRECTION TAPE,	593128	09/29/17	52.02	78022
101-441.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	100.36	78022
208-751.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE/COPIES	289507	09/27/17	36.64	78022
271-790.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	TYPEWRITER RIBBON/CALENDAR	593177	10/04/17	19.59	78022
Total For Check 78022						1,276.73	
Check 78023							
244-174.000-970.000	CAPITAL OUTLAY	DAWN ENTERTAINMENT, L	LIQUOR LICENSE	TIFA - DAWN	09/21/17	10,000.00	78023
Total For Check 78023						10,000.00	
Check 78024							
202-450.000-726.000	SUPPLIES	DOUBLE A LAWNSCAPING	LANDSCAPING FABRIC (W/O 1147)	34538	10/15/17	76.00	78024
Total For Check 78024						76.00	
Check 78025							
101-265.000-801.000	CONTRACTUAL SERVICES	EAST 2 WEST ENTERPRIS	MONTHLY CLEANING - DISPATCH	7400	10/01/17	40.00	78025
Total For Check 78025						40.00	
Check 78026							
101-336.000-726.000	SUPPLIES	FAMILY FARM & HOME	PLASTIC TOTE/BULE & GREEN TARP/DUC	000086	10/13/17	5.99	78026
101-336.000-726.000	SUPPLIES	FAMILY FARM & HOME	PLASTIC TOTE/BULE & GREEN TARP/DUC	000086	10/13/17	7.99	78026
101-336.000-726.000	SUPPLIES	FAMILY FARM & HOME	PLASTIC TOTE/BULE & GREEN TARP/DUC	000086	10/13/17	15.99	78026
101-336.000-726.000	SUPPLIES	FAMILY FARM & HOME	PLASTIC TOTE/BULE & GREEN TARP/DUC	000086	10/13/17	6.99	78026
Total For Check 78026						36.96	
Check 78027							
101-265.000-726.000	SUPPLIES	GELZER & SON INC	PADLOCKS	C256154	10/10/17	74.94	78027
101-336.000-726.000	SUPPLIES	GELZER & SON INC	SILICONE CAULK/ELECTRICAL FOR LIGH	A154733	10/10/17	4.79	78027
101-336.000-726.000	SUPPLIES	GELZER & SON INC	SILICONE CAULK/ELECTRICAL FOR LIGH	A154733	10/10/17	0.49	78027
101-441.000-726.000	SUPPLIES	GELZER & SON INC	MOP BUCKET	C256777	10/10/17	79.99	78027
101-441.000-726.000	SUPPLIES	GELZER & SON INC	PADLOCKS, TOOLS	C257503	10/10/17	60.92	78027
101-756.000-726.000	SUPPLIES	GELZER & SON INC	PADLOCKS	C256154	10/10/17	62.45	78027
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	GELZER & SON INC	BOLT, NUTS	C257106	10/10/17	4.88	78027
Total For Check 78027						288.46	
Check 78028							
101-265.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106304	10/20/17	(4.75)	78028

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78028							
101-295.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106304	10/20/17	19.00	78028
101-441.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106304	10/20/17	33.25	78028
271-790.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106304	10/20/17	9.50	78028
588-588.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106306	10/20/17	4.75	78028
						61.75	
Total For Check 78028							
Check 78029							
640-444.000-801.000	CONTRACTUAL SERVICES	HERITAGE CRYSTAL CLEA	P/U USED OIL SERVICE	14759806	09/12/17	35.00	78029
						35.00	
Total For Check 78029							
Check 78030							
271-790.000-860.000	TRANSPORTATION AND MILEA	MARY HILL	ADVANCED DIRECTOR'S WORKSHOP	MILEAGE	09/21/17	85.61	78030
271-790.000-860.000	TRANSPORTATION AND MILEA	MARY HILL	ADVANCED DIRECTOR'S WORKSHOP	MILEAGE	09/21/17	5.00	78030
						90.61	
Total For Check 78030							
Check 78031							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	JACKSON TRUCK SERVICE	FILTERS	PC001296714	10/12/17	68.46	78031
						68.46	
Total For Check 78031							
Check 78032							
202-490.000-726.000	SUPPLIES	JONESVILLE LUMBER	BUNDLE WOOD LATH, STAPLES	771028	10/15/17	41.47	78032
						41.47	
Total For Check 78032							
Check 78033							
101-441.000-726.000	SUPPLIES	KSS ENTERPRISES	LINERS, GLOVES, BOWL CLEANER,	1055044	10/13/17	71.74	78033
202-460.000-726.000	SUPPLIES	KSS ENTERPRISES	LINERS, GLOVES, BOWL CLEANER,	1055044	10/13/17	138.88	78033
						210.62	
Total For Check 78033							
Check 78034							
101-265.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	15.06	78034
101-276.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/3/17	31825010	09/06/17	481.92	78034
101-276.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	128.01	78034
101-441.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/3/17	31825010	09/06/17	240.96	78034
101-441.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	286.14	78034
101-756.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	22.59	78034
202-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/3/17	31825010	09/06/17	52.71	78034
202-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	45.18	78034
202-460.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	15.06	78034
202-490.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	37.65	78034
203-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/3/17	31825010	09/06/17	52.71	78034
203-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	120.48	78034
203-460.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/3/17	31825010	09/06/17	15.06	78034
203-460.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	15.06	78034
203-490.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/10/17	31853122	09/13/17	37.65	78034
						1,566.24	
Total For Check 78034							
Check 78035							
101-175.000-806.000	LEGAL SERVICES	MARCOUX ALLEN	LEGAL SERVICES	AUG 2017	10/07/17	1,385.00	78035
						1,385.00	
Total For Check 78035							
Check 78036							
208-751.000-726.006	CONCESSION SUPPLIES	MARKET HOUSE	CONCESSION SUPPLIES - SANDY BEACH	106715	09/12/17	29.47	78036
						29.47	
Total For Check 78036							
Check 78037							

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78037 401-452.000-801.000	CONTRACTUAL SERVICES	MICH DEPT OF TRANSPOR	JOB# 126256A WOLCOTT STREET RESURF	591-8178089	09/13/17	11,501.67	78037
			Total For Check 78037			11,501.67	
Check 78038 101-301.000-801.000	CONTRACTUAL SERVICES	MICH STATE POLICE	MICHIGAN CRIMINAL JUSTICE INFORMAT	551-495665	12/07/17	66.00	78038
			Total For Check 78038			66.00	
Check 78039 101-175.000-850.000	INSURANCE	MICHIGAN DEPARTMENT O	NOTARY RENEWAL FILING FEE - MICHEL	090817	09/21/17	10.00	78039
			Total For Check 78039			10.00	
Check 78040 101-175.000-806.000	LEGAL SERVICES	MIKA MEYERS BECKET &	LEGAL SERVICES	615010	09/08/17	675.00	78040
			Total For Check 78040			675.00	
Check 78041 101-400.000-862.000	LODGING AND MEALS	MISSION POINT-MACKINA	MICH. ASSOC. OF PLANNERS 2017 ANNU LODGING		09/28/17	102.03	78041
101-400.000-862.000	LODGING AND MEALS	MISSION POINT-MACKINA	MICH. ASSOC. OF PLANNERS 2017 ANNU LODGING		09/28/17	12.00	78041
101-400.000-862.000	LODGING AND MEALS	MISSION POINT-MACKINA	MICH. ASSOC. OF PLANNERS 2017 ANNU LODGING		09/28/17	33.31	78041
			Total For Check 78041			147.34	
Check 78042 101-175.000-850.000	INSURANCE	MOORE INSURANCE SERVI	NOTARY BOND RENEWAL - MICHELLE LOR	23453	09/10/17	60.00	78042
			Total For Check 78042			60.00	
Check 78043 101-336.000-726.000	SUPPLIES	NASH DRUGS	GLUCOSE TEST STRIPS/HAND SANITIZER	01014538	10/09/17	44.99	78043
101-336.000-726.000	SUPPLIES	NASH DRUGS	GLUCOSE TEST STRIPS/HAND SANITIZER	01014538	10/09/17	2.00	78043
101-336.000-726.000	SUPPLIES	NASH DRUGS	GLUCOSE TEST STRIPS/HAND SANITIZER	01014538	10/09/17	5.00	78043
			Total For Check 78043			51.99	
Check 78044 640-444.000-740.000	FUEL AND LUBRICANTS	PATRIOT AVIATION	FUEL	159	09/05/17	61.98	78044
			Total For Check 78044			61.98	
Check 78045 101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	RACERS TAPE	1225887	10/09/17	8.69	78045
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	APPLICATOR PAD/MICRO TOWELS	1225922	10/09/17	2.09	78045
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	APPLICATOR PAD/MICRO TOWELS	1225922	10/09/17	6.09	78045
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	PAINT	1226162	10/12/17	7.49	78045
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	PAINT	1226184	10/12/17	7.49	78045
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	SUPERGLUE	1226185	10/12/17	2.29	78045
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	OIL DRY	1226295	10/13/17	46.45	78045
203-480.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	REF TAPE	1225406	10/05/17	14.85	78045
588-588.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	FILTERS, LENSE, OIL	1226425	10/15/17	78.52	78045
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	HEADLAMP KNOB	1225373	10/05/17	13.19	78045
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	ROTORS, BRAKE PADS	1225464	10/05/17	191.69	78045
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	EXCHANGE WHEEL SEALS	1225519	10/06/17	(44.40)	78045
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	SEAL	1225512	10/06/17	64.18	78045
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	HOSE	1225766	10/08/17	26.32	78045
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	DISC PADS	1225797	10/08/17	45.32	78045
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	HOSE FITTINGS	1226151	10/12/17	62.49	78045
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	FILTERS, LENSE, OIL	1226425	10/15/17	11.37	78045
			Total For Check 78045			544.12	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78046							
101-209.000-860.000	TRANSPORTATION AND MILEA	KATY PRICE	REIMBURSEMENT - MCAT COURSE EXPENS	EXPENSE	09/21/17	88.81	78046
101-209.000-862.000	LODGING AND MEALS	KATY PRICE	REIMBURSEMENT - MCAT COURSE EXPENS	EXPENSE	09/21/17	50.00	78046
Total For Check 78046						138.81	
Check 78047							
101-172.000-726.000	SUPPLIES	PRINTER SOURCE PLUS	SAMSUNG BLACK TONER CTG	159196	09/12/17	69.99	78047
Total For Check 78047						69.99	
Check 78048							
101-336.000-955.336	LOCAL GRANT PURCHASES	READING EMERGENCY UNI	REG FEE BASIC EMT CLASS BENNETT/FL	122451	09/25/17	750.00	78048
101-336.000-955.336	LOCAL GRANT PURCHASES	READING EMERGENCY UNI	REG FEE BASIC EMT CLASS BENNETT/FL	122451	09/25/17	750.00	78048
101-336.000-955.336	LOCAL GRANT PURCHASES	READING EMERGENCY UNI	REG FEE BASIC EMT CLASS BENNETT/FL	122451	09/25/17	750.00	78048
101-336.000-955.336	LOCAL GRANT PURCHASES	READING EMERGENCY UNI	REG FEE BASIC EMT CLASS BENNETT/FL	122451	09/25/17	750.00	78048
Total For Check 78048						3,000.00	
Check 78049							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	REDLINE EQUIPMENT	FREIGHT	P03893	10/12/17	17.79	78049
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	REDLINE EQUIPMENT	TRUNNION ARM, SEAL, RING, CNTRL BL	P03792	10/11/17	483.60	78049
Total For Check 78049						501.39	
Check 78050							
101-441.000-955.588	MISC. - CDL LICENSING/TE	JON ROBERTS	DRIVERS LICENSE FEE	REIMBURSE	09/21/17	17.50	78050
Total For Check 78050						17.50	
Check 78051							
247-900.000-801.248	CONTRACTUAL SERVICES - B	SMALL TOWN SWEET BOUT	TIFA BUS ATTRACTION - SMALL TOWN S	BUS ATTRACTION	09/21/17	10,000.00	78051
Total For Check 78051						10,000.00	
Check 78052							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	SPRATT'S	LP, VALVE KIT	157909	10/12/17	71.80	78052
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	SPRATT'S	STIHL CARB	157928	10/13/17	45.00	78052
Total For Check 78052						116.80	
Check 78053							
101-000.000-692.000	OTHER REVENUE	SPRINGER, BRYAN & JAM	E2017-0176 IPMC APPEAL	REFUND	09/21/17	25.00	78053
Total For Check 78053						25.00	
Check 78054							
244-174.000-801.000	CONTRACTUAL SERVICES	STOCKHOUSE CORPORATIO	THREE MEADOWS SIGNAGE	56655	09/29/17	510.00	78054
Total For Check 78054						510.00	
Check 78055							
101-172.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	23.43	78055
101-172.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	65.88	78055
101-209.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	14.20	78055
101-209.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	30.06	78055
101-215.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	28.40	78055
101-215.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	39.49	78055
101-219.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	14.20	78055
101-219.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	29.83	78055
101-301.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	213.00	78055
101-301.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	305.82	78055
101-336.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	42.60	78055
101-336.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	59.25	78055
101-372.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	14.20	78055

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78055							
101-372.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	15.39	78055
101-400.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	14.20	78055
101-400.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	18.50	78055
101-441.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	28.40	78055
101-441.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	44.27	78055
208-751.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	14.20	78055
208-751.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	22.57	78055
271-790.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	14.20	78055
271-790.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	(14.20)	78055
271-790.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	(10.10)	78055
271-790.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	23.13	78055
588-588.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	56.80	78055
588-588.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	60.70	78055
640-444.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	28.40	78055
640-444.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	36.29	78055
699-441.000-715.000	HEALTH AND LIFE INSURANC	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	99.40	78055
699-441.000-721.000	DISABILITY INSURANCE	SUN LIFE ASSURANCE CO	INSURANCE CLIENT 020894	OCT 2017	10/01/17	116.28	78055
Total For Check 78055						1,448.79	
Check 78056							
202-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-934	09/30/17	14.37	78056
202-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-940	10/06/17	57.50	78056
202-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-938	10/01/17	57.50	78056
203-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-934	09/30/17	56.93	78056
203-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-940	10/06/17	112.70	78056
203-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-938	10/01/17	59.23	78056
203-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-950	10/08/17	113.85	78056
203-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-945	10/07/17	288.66	78056
203-480.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-934	09/30/17	43.13	78056
Total For Check 78056						803.87	
Check 78057							
101-301.000-801.000	CONTRACTUAL SERVICES	TRANSUNION RISK AND A	ONLINE INVESTIGATIVE SYSTEM BILLIN	807352 AUG 2017	10/01/17	36.50	78057
Total For Check 78057						36.50	
Check 78058							
101-265.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	154 0005654	10/19/17	15.00	78058
101-265.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	154 0005123	10/12/17	15.00	78058
101-441.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	154 0004573	10/05/17	27.98	78058
101-441.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	154 0005122	10/12/17	26.48	78058
101-441.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS/UNIFORMS - DPS	154 0004573	10/05/17	32.31	78058
101-441.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS/UNIFORMS - DPS	154 0005122	10/12/17	32.31	78058
640-444.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	154 0004573	10/05/17	10.52	78058
640-444.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	154 0005122	10/12/17	10.52	78058
640-444.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS/UNIFORMS - DPS	154 0004573	10/05/17	16.81	78058
640-444.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS/UNIFORMS - DPS	154 0005122	10/12/17	16.81	78058
Total For Check 78058						203.74	
Check 78059							
101-265.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/3/2017	4365	10/04/17	42.75	78059
101-265.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/10/2017	4413	10/11/17	42.75	78059
101-276.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/3/2017	4365	10/04/17	156.75	78059
101-276.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/10/2017	4413	10/11/17	42.75	78059
101-441.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/3/2017	4365	10/04/17	14.25	78059

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78059							
101-756.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/3/2017	4365	10/04/17	206.63	78059
101-756.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/10/2017	4413	10/11/17	228.00	78059
202-460.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/3/2017	4365	10/04/17	42.75	78059
202-460.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/10/2017	4413	10/11/17	42.75	78059
202-480.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/3/2017	4365	10/04/17	99.78	78059
588-588.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/3/2017	4365	10/04/17	7.09	78059
588-588.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/10/2017	4413	10/11/17	7.13	78059
Total For Check 78059						933.38	
Check 78060							
101-301.000-801.000	CONTRACTUAL SERVICES	VERIZON WIRELESS	NETWORK ACCESS FEE FOR IN-CAR MOBI	9791982250	09/23/17	160.04	78060
Total For Check 78060						160.04	
Check 78061							
101-336.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	AUGUST FLEET FUEL	AUG 2017	09/30/17	308.51	78061
588-588.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	AUGUST FLEET FUEL	AUG 2017	09/30/17	1,137.13	78061
640-444.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	AUGUST FLEET FUEL	AUG 2017	09/30/17	2,326.08	78061
640-444.000-740.301	FUEL AND LUBRICANTS-POLI	WATKINS OIL COMPANY	AUGUST FLEET FUEL	AUG 2017	09/30/17	1,632.85	78061
Total For Check 78061						5,404.57	
Check 78062							
101-295.000-930.000	REPAIRS & MAINTENANCE	WELLS EQUIPMENT SALES	SPINDLE, BELT, PULLEY, BLADES - AI	IN46425	10/10/17	385.43	78062
Total For Check 78062						385.43	
Check 78063							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	WHITES WELDING SERVIC	ANGLE IRON, TREAD PLATE	83241	10/05/17	42.00	78063
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	WHITES WELDING SERVIC	FLAT STEEL	83236	10/05/17	15.00	78063
Total For Check 78063						57.00	
Check 78064							
203-470.000-801.000	CONTRACTUAL SERVICES	CRAIG WICKHAM	TREE REMOVAL - 73 UNION ST	09-08-17	10/08/17	600.00	78064
Total For Check 78064						600.00	
Check 78065							
101-336.000-955.221	MISC - PHYSICAL EXAMINAT	WORKHEALTH-QUINCY, PL	PRE-EMPLOYMENT PHYSICAL/DRUG SCREE	4586	09/30/17	53.00	78065
101-336.000-955.221	MISC - PHYSICAL EXAMINAT	WORKHEALTH-QUINCY, PL	PRE-EMPLOYMENT PHYSICAL/DRUG SCREE	4586	09/30/17	35.00	78065
Total For Check 78065						88.00	
Check 78066							
101-174.000-860.000	TRANSPORTATION AND MILEA	KELLY LOPRESTO	ECONOMIC DEVELOPMENT CONFERENCE	MILEAGE	09/21/17	162.92	78066
Total For Check 78066						162.92	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund Totals:							
			Fund 101 GENERAL FUND			15,766.22	
			Fund 202 MAJOR ST./TRUNKLINE FUND			1,821.60	
			Fund 203 LOCAL ST. FUND			1,530.31	
			Fund 208 RECREATION FUND			308.08	
			Fund 244 ECONOMIC DEVELOPMENT CORP F			10,510.00	
			Fund 247 TAX INCREMENT FINANCE ATH.			10,625.78	
			Fund 271 LIBRARY FUND			822.34	
			Fund 401 CAPITAL IMPROVEMENT FUND			11,501.67	
			Fund 588 DIAL-A-RIDE FUND			1,560.97	
			Fund 633 PUBLIC SERVICES INV. FUND			206.46	
			Fund 640 REVOLVING MOBILE EQUIP. FUN			5,407.47	
			Fund 699 DPS LEAVE AND BENEFITS FUND			725.82	
Total For All Funds:						60,786.72	
--- TOTALS BY GL DISTRIBUTION ---							
		101-000.000-228.013	DUE TO ALLERUS - DC CONTRIBUTIONS CI			371.82	
		101-000.000-692.000	OTHER REVENUE			25.00	
		101-172.000-715.000	HEALTH AND LIFE INSURANCE			106.23	
		101-172.000-721.000	DISABILITY INSURANCE			65.88	
		101-172.000-726.000	SUPPLIES			69.99	
		101-174.000-801.000	CONTRACTUAL SERVICES			33.72	
		101-174.000-860.000	TRANSPORTATION AND MILEAGE			162.92	
		101-175.000-806.000	LEGAL SERVICES			2,060.00	
		101-175.000-850.000	INSURANCE			70.00	
		101-209.000-715.000	HEALTH AND LIFE INSURANCE			14.20	
		101-209.000-721.000	DISABILITY INSURANCE			30.06	
		101-209.000-726.000	SUPPLIES			26.74	
		101-209.000-801.000	CONTRACTUAL SERVICES			588.56	
		101-209.000-860.000	TRANSPORTATION AND MILEAGE			88.81	
		101-209.000-862.000	LODGING AND MEALS			50.00	
		101-215.000-715.000	HEALTH AND LIFE INSURANCE			151.75	
		101-215.000-721.000	DISABILITY INSURANCE			39.49	
		101-215.000-801.000	CONTRACTUAL SERVICES			253.00	
		101-219.000-715.000	HEALTH AND LIFE INSURANCE			69.40	
		101-219.000-721.000	DISABILITY INSURANCE			29.83	
		101-253.000-726.000	SUPPLIES			304.49	
		101-265.000-726.000	SUPPLIES			70.19	
		101-265.000-801.000	CONTRACTUAL SERVICES			170.56	
		101-265.000-920.000	UTILITIES			40.35	
		101-276.000-801.000	CONTRACTUAL SERVICES			809.43	
		101-295.000-726.000	SUPPLIES			19.00	
		101-295.000-930.000	REPAIRS & MAINTENANCE			385.43	
		101-301.000-715.000	HEALTH AND LIFE INSURANCE			1,179.89	
		101-301.000-716.000	RETIREMENT			63.72	
		101-301.000-721.000	DISABILITY INSURANCE			305.82	
		101-301.000-726.000	SUPPLIES			120.79	
		101-301.000-801.000	CONTRACTUAL SERVICES			271.13	
		101-336.000-715.000	HEALTH AND LIFE INSURANCE			206.62	
		101-336.000-721.000	DISABILITY INSURANCE			59.25	
		101-336.000-726.000	SUPPLIES			228.91	
		101-336.000-740.000	FUEL AND LUBRICANTS			308.51	
		101-336.000-801.000	CONTRACTUAL SERVICES			1,239.00	
		101-336.000-955.221	MISC - PHYSICAL EXAMINATIONS			88.00	
		101-336.000-955.336	LOCAL GRANT PURCHASES			3,000.00	
		101-372.000-715.000	HEALTH AND LIFE INSURANCE			14.20	
		101-372.000-721.000	DISABILITY INSURANCE			15.39	
		101-372.000-801.000	CONTRACTUAL SERVICES			74.07	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
		101-400.000-715.000	HEALTH AND LIFE INSURANCE			109.95	
		101-400.000-721.000	DISABILITY INSURANCE			18.50	
		101-400.000-801.000	CONTRACTUAL SERVICES			74.07	
		101-400.000-860.000	TRANSPORTATION AND MILEAGE			36.38	
		101-400.000-862.000	LODGING AND MEALS			147.34	
		101-441.000-715.000	HEALTH AND LIFE INSURANCE			179.35	
		101-441.000-721.000	DISABILITY INSURANCE			44.27	
		101-441.000-726.000	SUPPLIES			297.92	
		101-441.000-742.000	CLOTHING / UNIFORMS			54.46	
		101-441.000-801.000	CONTRACTUAL SERVICES			757.82	
		101-441.000-862.000	LODGING AND MEALS			100.00	
		101-441.000-955.588	MISC. - CDL LICENSING/TESTING			144.34	
		101-756.000-726.000	SUPPLIES			62.45	
		101-756.000-801.000	CONTRACTUAL SERVICES			457.22	
		202-450.000-726.000	SUPPLIES			205.37	
		202-450.000-801.000	CONTRACTUAL SERVICES			97.89	
		202-460.000-726.000	SUPPLIES			138.88	
		202-460.000-801.000	CONTRACTUAL SERVICES			1,200.56	
		202-480.000-801.000	CONTRACTUAL SERVICES			99.78	
		202-490.000-726.000	SUPPLIES			41.47	
		202-490.000-801.000	CONTRACTUAL SERVICES			37.65	
		203-450.000-726.000	SUPPLIES			631.37	
		203-450.000-801.000	CONTRACTUAL SERVICES			173.19	
		203-460.000-801.000	CONTRACTUAL SERVICES			30.12	
		203-470.000-801.000	CONTRACTUAL SERVICES			600.00	
		203-480.000-726.000	SUPPLIES			57.98	
		203-490.000-801.000	CONTRACTUAL SERVICES			37.65	
		208-000.000-692.000	OTHER REVENUE			150.00	
		208-751.000-715.000	HEALTH AND LIFE INSURANCE			69.40	
		208-751.000-721.000	DISABILITY INSURANCE			22.57	
		208-751.000-726.006	CONCESSION SUPPLIES			29.47	
		208-751.000-801.000	CONTRACTUAL SERVICES			36.64	
		244-174.000-801.000	CONTRACTUAL SERVICES			510.00	
		244-174.000-970.000	CAPITAL OUTLAY			10,000.00	
		247-900.000-726.000	SUPPLIES			75.00	
		247-900.000-801.000	CONTRACTUAL SERVICES			456.78	
		247-900.000-801.248	CONTRACTUAL SERVICES - BUS ATTRACTIO			10,000.00	
		247-900.000-920.000	UTILITIES			94.00	
		271-790.000-715.000	HEALTH AND LIFE INSURANCE			55.20	
		271-790.000-716.000	RETIREMENT			137.37	
		271-790.000-721.000	DISABILITY INSURANCE			13.03	
		271-790.000-726.000	SUPPLIES			59.59	
		271-790.000-860.000	TRANSPORTATION AND MILEAGE			90.61	
		271-790.000-982.000	BOOKS			327.97	
		271-792.000-982.000	BOOKS			138.57	
		401-452.000-801.000	CONTRACTUAL SERVICES			11,501.67	
		588-588.000-715.000	HEALTH AND LIFE INSURANCE			211.16	
		588-588.000-721.000	DISABILITY INSURANCE			60.70	
		588-588.000-726.000	SUPPLIES			83.27	
		588-588.000-740.000	FUEL AND LUBRICANTS			1,137.13	
		588-588.000-801.000	CONTRACTUAL SERVICES			14.22	
		588-588.000-920.000	UTILITIES			37.61	
		588-588.000-925.000	TELEPHONE			16.88	
		633-000.000-111.000	INVENTORY - MAT. AND SUPPLIES			206.46	
		640-444.000-715.000	HEALTH AND LIFE INSURANCE			141.92	
		640-444.000-721.000	DISABILITY INSURANCE			36.29	
		640-444.000-730.000	VEH./EQUIP. MAINT. SUPPLIES			1,118.69	
		640-444.000-740.000	FUEL AND LUBRICANTS			2,388.06	
		640-444.000-740.301	FUEL AND LUBRICANTS-POLICE			1,632.85	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
		640-444.000-742.000	CLOTHING / UNIFORMS			21.04	
		640-444.000-801.000	CONTRACTUAL SERVICES			68.62	
		699-441.000-715.000	HEALTH AND LIFE INSURANCE			545.06	
		699-441.000-716.000	RETIREMENT			64.48	
		699-441.000-721.000	DISABILITY INSURANCE			116.28	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check <None>							
591-545.000-930.000	REPAIRS & MAINTENANCE	USABLUEBOOK	CREDIT	341582	09/21/17	(329.95)	
						<u>(329.95)</u>	
Total For Check <None>							
Check 68340							
582-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFIC CLEANING	816017	09/21/17	75.00	68340
590-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFIC CLEANING	816017	09/21/17	37.50	68340
591-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFIC CLEANING	816017	09/21/17	37.50	68340
						<u>150.00</u>	
Total For Check 68340							
Check 68341							
582-175.000-810.000	DUES AND SUBSCRIPTIONS	ACD	MONTHLY FIBER LEASE	42187-115	09/21/17	202.00	68341
						<u>202.00</u>	
Total For Check 68341							
Check 68342							
590-547.000-727.500	SUPPLIES - CHLORINE	ALEXANDER CHEMICAL CO	WWTP CHLORINE AND SULFUR DIOXIDE	SLS 10063447	09/21/17	748.43	68342
590-547.000-727.500	SUPPLIES - CHLORINE	ALEXANDER CHEMICAL CO	WWTP CHLORINE AND SULFUR DIOXIDE	SLS 10063447	09/21/17	750.00	68342
590-547.000-727.700	SUPPLIES - DIOXIDE	ALEXANDER CHEMICAL CO	WWTP CHLORINE AND SULFUR DIOXIDE	SLS 10063447	09/21/17	508.50	68342
590-547.000-727.700	SUPPLIES - DIOXIDE	ALEXANDER CHEMICAL CO	WWTP CHLORINE AND SULFUR DIOXIDE	SLS 10063447	09/21/17	300.00	68342
						<u>2,306.93</u>	
Total For Check 68342							
Check 68343							
582-543.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	MAINTENANCE SUPPLIES PP	17INV040381	09/21/17	35.42	68343
582-543.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	MAINTENANCE SUPPLIES PP	17INV040381	09/21/17	11.56	68343
582-543.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	MAINTENANCE SUPPLIES PP	17INV040381	09/21/17	13.76	68343
582-543.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	MAINTENANCE SUPPLIES PP	17INV038373	09/21/17	2.12	68343
582-544.000-726.800	SUPPLIES - OPERATIONS	AMERICAN COPPER AND B	MOWER REPAIR	17INV040380	09/21/17	4.00	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV040955	09/21/17	0.96	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV040955	09/21/17	1.26	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV040955	09/21/17	2.88	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041341	09/21/17	25.92	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041341	09/21/17	5.18	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041341	09/21/17	7.34	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041341	09/21/17	5.85	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041341	09/21/17	4.18	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041824	09/21/17	74.10	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041824	09/21/17	5.41	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041597	09/21/17	13.00	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041597	09/21/17	3.35	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041597	09/21/17	0.38	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041597	09/21/17	0.11	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041597	09/21/17	1.25	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	0.22	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	2.16	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	1.84	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	0.76	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	2.52	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	0.70	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	5.52	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	6.91	68343
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	2" PIPE, VALVE, FLOURESCENT BULBS,	17INV041823	09/21/17	4.49	68343
591-544.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	GALV. NIPPLES, EMERY CLOTH, GRINDI	17INV039138	09/21/17	1.98	68343
591-544.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	GALV. NIPPLES, EMERY CLOTH, GRINDI	17INV039138	09/21/17	2.21	68343
591-544.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	GALV. NIPPLES, EMERY CLOTH, GRINDI	17INV039138	09/21/17	6.91	68343
591-544.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	GALV. NIPPLES, EMERY CLOTH, GRINDI	17INV039138	09/21/17	1.63	68343

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68343							
591-544.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	GALV. NIPPLES, EMERY CLOTH, GRINDI	17INV039138	09/21/17	1.80	68343
591-544.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	GALV. NIPPLES, EMERY CLOTH, GRINDI	17INV039138	09/21/17	1.97	68343
Total For Check 68343						259.65	
Check 68344							
590-547.000-930.000	REPAIRS & MAINTENANCE	APPLIED INDUSTRIAL TE	WWTP AERATION SHAFT HUB	7011433122	09/21/17	332.52	68344
590-547.000-930.000	REPAIRS & MAINTENANCE	APPLIED INDUSTRIAL TE	WWTP AERATION SHAFT HUB	7011433122	09/21/17	39.74	68344
Total For Check 68344						372.26	
Check 68345							
582-000.000-084.101	DUE FROM GENERAL FUND	AT&T	PRI LINES	517R21057609	09/21/17	734.98	68345
582-000.000-084.208	DUE FROM RECREATION	AT&T	PRI LINES	517R21057609	09/21/17	41.14	68345
582-000.000-084.271	DUE FROM LIBRARY FUND	AT&T	PRI LINES	517R21057609	09/21/17	180.50	68345
582-175.000-925.000	TELEPHONE	AT&T	PRI LINES	517R21057609	09/21/17	232.11	68345
590-175.000-925.000	TELEPHONE	AT&T	PRI LINES	517R21057609	09/21/17	116.05	68345
591-175.000-925.000	TELEPHONE	AT&T	PRI LINES	517R21057609	09/21/17	116.06	68345
Total For Check 68345						1,420.84	
Check 68346							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	BANDIT INDUSTRIES IN	REPAIR PARTS FOR BRUSH CHIPPER	633502	09/21/17	1,028.36	68346
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	BANDIT INDUSTRIES IN	REPAIR PARTS FOR BRUSH CHIPPER	633502	09/21/17	37.90	68346
Total For Check 68346						1,066.26	
Check 68347							
582-000.000-040.000	ACCOUNTS RECEIVABLE	BEAUCHAMP, DUANE C	UB refund for account: 026073	09/19/2017	09/21/17	241.00	68347
Total For Check 68347						241.00	
Check 68349							
582-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	09072017	09/21/17	700.99	68349
582-543.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	09072017	09/21/17	88.26	68349
590-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	09072017	09/21/17	351.35	68349
591-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	09072017	09/21/17	363.22	68349
Total For Check 68349						1,503.82	
Check 68350							
582-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	612002	09/21/17	1,891.49	68350
590-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	612002	09/21/17	945.74	68350
591-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	612002	09/21/17	945.75	68350
Total For Check 68350						3,782.98	
Check 68351							
582-000.000-139.000	PLANT, SYSTEMS, AND EQUI	BS&A SOFTWARE	TRAINING	114193	09/21/17	4,850.00	68351
590-000.000-139.000	PLANT, SYSTEMS, AND EQUI	BS&A SOFTWARE	TRAINING	114193	09/21/17	2,425.00	68351
591-000.000-139.000	PLANT, SYSTEMS, AND EQUI	BS&A SOFTWARE	TRAINING	114193	09/21/17	2,425.00	68351
Total For Check 68351						9,700.00	
Check 68352							
582-175.000-801.200	COMPUTER	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	74.50	68352
582-543.000-726.000	SUPPLIES	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	23.85	68352
582-543.000-930.000	REPAIRS & MAINTENANCE	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	370.77	68352
582-544.000-925.000	TELEPHONE	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	16.89	68352
590-175.000-801.200	COMPUTER	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	37.25	68352
590-547.000-726.900	SUPPLIES - LABORATORY	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	200.62	68352
590-547.000-930.900	REPAIRS & MAINT - LABORA	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	380.68	68352
591-175.000-801.000	CONTRACTUAL SERVICES	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	280.00	68352

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68352							
591-175.000-801.200	COMPUTER	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	37.25	68352
591-544.000-930.000	REPAIRS & MAINTENANCE	BUSINESS CARD	TRAINING, SUPPLIES & SHIPPING & CO	09062017	09/21/17	60.88	68352
Total For Check 68352						1,482.69	
Check 68353							
582-000.000-040.000	ACCOUNTS RECEIVABLE	CALAWAY, STEPHANIE R	UB refund for account: 023315	09/19/2017	09/21/17	9.01	68353
582-000.000-040.000	ACCOUNTS RECEIVABLE	CALAWAY, STEPHANIE R	UB refund for account: 023315	09/19/2017	09/21/17	1.89	68353
590-000.000-040.000	ACCOUNTS RECEIVABLE	CALAWAY, STEPHANIE R	UB refund for account: 023315	09/19/2017	09/21/17	0.23	68353
591-000.000-040.000	ACCOUNTS RECEIVABLE	CALAWAY, STEPHANIE R	UB refund for account: 023315	09/19/2017	09/21/17	0.19	68353
Total For Check 68353						11.32	
Check 68354							
582-000.000-123.000	PREPAID EXPENSES	CANNON TECHNOLOGIES I	AMI SYSTEM ANNUAL SUPPORT	930723661	09/21/17	3,933.50	68354
590-000.000-123.000	PREPAID EXPENSES	CANNON TECHNOLOGIES I	AMI SYSTEM ANNUAL SUPPORT	930723661	09/21/17	1,966.75	68354
591-000.000-123.000	PREPAID EXPENSES	CANNON TECHNOLOGIES I	AMI SYSTEM ANNUAL SUPPORT	930723661	09/21/17	1,966.75	68354
Total For Check 68354						7,867.00	
Check 68355							
582-000.000-123.000	PREPAID EXPENSES	CDW-G COMPUTER CENTER	CSR MONITORS	JXS5185	09/21/17	157.50	68355
590-000.000-123.000	PREPAID EXPENSES	CDW-G COMPUTER CENTER	CSR MONITORS	JXS5185	09/21/17	78.75	68355
591-000.000-123.000	PREPAID EXPENSES	CDW-G COMPUTER CENTER	CSR MONITORS	JXS5185	09/21/17	78.75	68355
Total For Check 68355						315.00	
Check 68356							
582-175.000-801.000	CONTRACTUAL SERVICES	CE & A PROFESSIONAL S	RANDOM DRUG TEST	33607	09/21/17	200.84	68356
Total For Check 68356						200.84	
Check 68357							
582-175.000-905.000	PUBLISHING / NOTICES	CHESTNEY PUBLISHING	NOV/DEC SIMPLY HERS	33607	09/21/17	25.00	68357
590-175.000-905.000	PUBLISHING / NOTICES	CHESTNEY PUBLISHING	NOV/DEC SIMPLY HERS	33607	09/21/17	12.50	68357
591-175.000-905.000	PUBLISHING / NOTICES	CHESTNEY PUBLISHING	NOV/DEC SIMPLY HERS	33607	09/21/17	12.50	68357
Total For Check 68357						50.00	
Check 68358							
582-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, RUGS & TOWELS	306672176	09/21/17	229.24	68358
582-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	306674968	09/21/17	240.00	68358
582-543.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	RUGS	306672177	09/21/17	93.27	68358
582-543.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	RUGS - PP	306674969	09/21/17	93.27	68358
590-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, RUGS & TOWELS	306672176	09/21/17	114.62	68358
590-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	306674968	09/21/17	120.00	68358
591-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, RUGS & TOWELS	306672176	09/21/17	114.62	68358
591-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	306674968	09/21/17	120.01	68358
Total For Check 68358						1,125.03	
Check 68359							
582-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	OFFICE & BREAKROOM FIRST AID KIT R	5008814260	09/21/17	75.15	68359
582-544.000-726.800	SUPPLIES - OPERATIONS	CINTAS CORPORATION	FIRST AID KIT SERVICE/REFILL	5008679112	09/21/17	51.03	68359
582-544.000-726.800	SUPPLIES - OPERATIONS	CINTAS CORPORATION	OFFICE & BREAKROOM FIRST AID KIT R	5008814260	09/21/17	105.77	68359
Total For Check 68359						231.95	
Check 68360							
582-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	44.40	68360
582-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	9.21	68360
582-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	1.16	68360
582-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	2.23	68360

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68360							
582-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	1.00	68360
582-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	0.89	68360
582-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	0.26	68360
590-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	23.03	68360
590-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	12.89	68360
591-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	12.10	68360
591-000.000-040.000	ACCOUNTS RECEIVABLE	COMO PROPERTIES LLC	UB refund for account: 022232	09/19/2017	09/21/17	11.05	68360
Total For Check 68360						118.22	
Check 68361							
582-175.000-726.200	OFFICE SUPPLIES	CURRENT OFFICE SOLUTI	RECIEPT BOOK	592856-00	09/21/17	5.09	68361
582-175.000-726.200	OFFICE SUPPLIES	CURRENT OFFICE SOLUTI	OFFICE SUPPLIES	593225-00	09/21/17	0.76	68361
590-175.000-726.200	OFFICE SUPPLIES	CURRENT OFFICE SOLUTI	OFFICE SUPPLIES	593225-00	09/21/17	0.37	68361
591-175.000-726.200	OFFICE SUPPLIES	CURRENT OFFICE SOLUTI	OFFICE SUPPLIES	593225-00	09/21/17	0.37	68361
Total For Check 68361						6.59	
Check 68362							
582-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	54.00	68362
582-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	7.36	68362
582-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	0.71	68362
582-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	0.69	68362
582-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	0.60	68362
582-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	0.41	68362
582-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	0.21	68362
582-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	9.37	68362
590-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	10.32	68362
591-000.000-040.000	ACCOUNTS RECEIVABLE	CURRY, CHARLES	UB refund for account: 010635	09/19/2017	09/21/17	8.83	68362
Total For Check 68362						92.50	
Check 68363							
591-544.000-930.000	REPAIRS & MAINTENANCE	DUBOIS TRUCKING AND E	TOPSOIL	QB1152	09/21/17	44.00	68363
Total For Check 68363						44.00	
Check 68364							
582-543.000-726.000	SUPPLIES	FAMILY FARM & HOME	PAINT SUPPLIES FOR POWER PLANT	A49125	09/21/17	3.99	68364
582-543.000-726.000	SUPPLIES	FAMILY FARM & HOME	PAINT SUPPLIES FOR POWER PLANT	A49125	09/21/17	31.99	68364
Total For Check 68364						35.98	
Check 68365							
582-543.000-726.000	SUPPLIES	GELZER & SON INC	POWER PLANT SUPPLIES	A153823	09/21/17	9.97	68365
582-543.000-726.000	SUPPLIES	GELZER & SON INC	POWER PLANT SUPPLIES	A153915	09/21/17	2.78	68365
590-546.000-930.950	REPAIRS & MAINT. - LIFT	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	C256869	09/21/17	5.49	68365
590-546.000-930.950	REPAIRS & MAINT. - LIFT	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	C256869	09/21/17	15.99	68365
590-547.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	C256765	09/21/17	3.49	68365
590-547.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	C256765	09/21/17	0.94	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	WASP KILLER, FASTENERS/NUTS	A153057	09/21/17	19.62	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	WASP KILLER, FASTENERS/NUTS	C255090	09/21/17	2.37	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	WASP KILLER, FASTENERS/NUTS	C255090	09/21/17	1.38	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	C256660	09/21/17	21.16	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	C256869	09/21/17	18.79	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	A154300	09/21/17	16.45	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	A154300	09/21/17	2.69	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	A154300	09/21/17	0.94	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	A154300	09/21/17	1.92	68365

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68365							
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	A154300	09/21/17	10.00	68365
591-544.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	TOOLS, BATTERIES, HARDWARE	A154300	09/21/17	1.92	68365
						135.90	
Check 68366							
590-546.000-801.000	CONTRACTUAL SERVICES	GFG INSTRUMENTATION	REFURBISH GFG 4 GAS MONITOR	268184	09/21/17	450.00	68366
590-546.000-801.000	CONTRACTUAL SERVICES	GFG INSTRUMENTATION	REFURBISH GFG 4 GAS MONITOR	268184	09/21/17	15.04	68366
						465.04	
Check 68367							
582-544.000-726.800	SUPPLIES - OPERATIONS	HEFFERNAN SOFT WATER	DRINKING WATER BREAKROOM	105997	09/21/17	7.20	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	106213	09/21/17	7.50	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	106213	09/21/17	1.25	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	105305	09/21/17	7.50	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	105305	09/21/17	1.25	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	105305	09/21/17	(8.00)	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	106105	09/21/17	15.00	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	106105	09/21/17	2.50	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	105775	09/21/17	15.00	68367
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	DISTILLED WATER WWTP LAB	105775	09/21/17	2.50	68367
						51.70	
Check 68368							
582-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	SMALL CLAIMS	09132017	09/21/17	413.86	68368
582-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	GARNISHMENTS	09192017	09/21/17	187.50	68368
590-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	SMALL CLAIMS	09132017	09/21/17	206.93	68368
590-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	GARNISHMENTS	09192017	09/21/17	93.75	68368
591-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	SMALL CLAIMS	09132017	09/21/17	206.93	68368
591-175.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO DISTRICT	GARNISHMENTS	09192017	09/21/17	93.75	68368
						1,202.72	
Check 68369							
582-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN MOWING SERVICES	07312017	09/21/17	1,200.00	68369
582-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN SERVICES 8-10,11,26	08312017	09/21/17	600.00	68369
582-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN SERVICES 8-10,11,26	08312017	09/21/17	750.00	68369
590-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN MOWING SERVICES	07312017	09/21/17	600.00	68369
590-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN SERVICES 8-10,11,26	08312017	09/21/17	300.00	68369
591-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN MOWING SERVICES	07312017	09/21/17	600.00	68369
591-175.000-801.000	CONTRACTUAL SERVICES	HOOP LAWN & SNOW, LLC	LAWN SERVICES 8-10,11,26	08312017	09/21/17	300.00	68369
						4,350.00	
Check 68370							
582-000.000-110.000	INVENTORY	KENDALL ELECTRIC	INVENTORY	S106184267.001	09/21/17	1,282.00	68370
582-544.000-801.000-1	CONTRACTUAL SERVICES	KENDALL ELECTRIC	MATERIALS FOR MANNING STLGHTS	S106077388.001	09/21/17	482.56	68370
						1,764.56	
Check 68371							
582-000.000-040.000	ACCOUNTS RECEIVABLE	KLEIN, TIMOTHY C	UB refund for account: 025208	09/19/2017	09/21/17	85.73	68371
582-000.000-040.000	ACCOUNTS RECEIVABLE	KLEIN, TIMOTHY C	UB refund for account: 025208	09/19/2017	09/21/17	39.48	68371
582-000.000-040.000	ACCOUNTS RECEIVABLE	KLEIN, TIMOTHY C	UB refund for account: 025208	09/19/2017	09/21/17	4.00	68371
582-000.000-040.000	ACCOUNTS RECEIVABLE	KLEIN, TIMOTHY C	UB refund for account: 025208	09/19/2017	09/21/17	5.25	68371
582-000.000-040.000	ACCOUNTS RECEIVABLE	KLEIN, TIMOTHY C	UB refund for account: 025208	09/19/2017	09/21/17	1.92	68371
582-000.000-040.000	ACCOUNTS RECEIVABLE	KLEIN, TIMOTHY C	UB refund for account: 025208	09/19/2017	09/21/17	3.72	68371
582-000.000-040.000	ACCOUNTS RECEIVABLE	KLEIN, TIMOTHY C	UB refund for account: 025208	09/19/2017	09/21/17	0.90	68371

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68371							
Total For Check 68371						141.00	
Check 68372							
582-000.000-040.000	ACCOUNTS RECEIVABLE	LANDERS, MELLISA M	UB refund for account: 023925	09/19/2017	09/21/17	3.93	68372
582-000.000-040.000	ACCOUNTS RECEIVABLE	LANDERS, MELLISA M	UB refund for account: 023925	09/19/2017	09/21/17	1.30	68372
582-000.000-040.000	ACCOUNTS RECEIVABLE	LANDERS, MELLISA M	UB refund for account: 023925	09/19/2017	09/21/17	0.18	68372
582-000.000-040.000	ACCOUNTS RECEIVABLE	LANDERS, MELLISA M	UB refund for account: 023925	09/19/2017	09/21/17	0.22	68372
582-000.000-040.000	ACCOUNTS RECEIVABLE	LANDERS, MELLISA M	UB refund for account: 023925	09/19/2017	09/21/17	0.12	68372
582-000.000-040.000	ACCOUNTS RECEIVABLE	LANDERS, MELLISA M	UB refund for account: 023925	09/19/2017	09/21/17	0.16	68372
582-000.000-040.000	ACCOUNTS RECEIVABLE	LANDERS, MELLISA M	UB refund for account: 023925	09/19/2017	09/21/17	0.09	68372
Total For Check 68372						6.00	
Check 68373							
582-175.000-801.000	CONTRACTUAL SERVICES	MAILFINANCE	FOLDER/INSERT MAINTENANCE	N6727670	09/21/17	637.47	68373
590-175.000-801.000	CONTRACTUAL SERVICES	MAILFINANCE	FOLDER/INSERT MAINTENANCE	N6727670	09/21/17	318.73	68373
591-175.000-801.000	CONTRACTUAL SERVICES	MAILFINANCE	FOLDER/INSERT MAINTENANCE	N6727670	09/21/17	318.74	68373
Total For Check 68373						1,274.94	
Check 68374							
582-544.000-726.800	SUPPLIES - OPERATIONS	MARKET HOUSE	DAWN DISH SOAP	107061	09/21/17	6.99	68374
591-175.000-930.000	REPAIRS & MAINTENANCE	MARKET HOUSE	CLEANING SUPPLIES	1106989	09/21/17	3.79	68374
591-175.000-930.000	REPAIRS & MAINTENANCE	MARKET HOUSE	CLEANING SUPPLIES	107321	09/21/17	3.39	68374
591-175.000-930.000	REPAIRS & MAINTENANCE	MARKET HOUSE	CLEANING SUPPLIES	107321	09/21/17	4.49	68374
591-175.000-930.000	REPAIRS & MAINTENANCE	MARKET HOUSE	CLEANING SUPPLIES	107321	09/21/17	6.98	68374
Total For Check 68374						25.64	
Check 68375							
590-546.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	BEF COMPLILANCE	83164	09/21/17	166.25	68375
590-546.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	BEF COMPLILANCE	83316	09/21/17	166.25	68375
590-546.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	BEF COMPLILANCE	83234	09/21/17	282.50	68375
590-546.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	BEF COMPLILANCE	83290	09/21/17	282.50	68375
590-546.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	BEF COMPLILANCE	83446	09/21/17	282.50	68375
590-546.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	BEF COMPLILANCE	83385	09/21/17	282.50	68375
Total For Check 68375						1,462.50	
Check 68376							
582-175.000-801.000	CONTRACTUAL SERVICES	MI DEPT OF TREASURY	GARNISHMENTS	09192017	09/21/17	75.00	68376
590-175.000-801.000	CONTRACTUAL SERVICES	MI DEPT OF TREASURY	GARNISHMENTS	09192017	09/21/17	37.50	68376
591-175.000-801.000	CONTRACTUAL SERVICES	MI DEPT OF TREASURY	GARNISHMENTS	09192017	09/21/17	37.50	68376
Total For Check 68376						150.00	
Check 68377							
582-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 GEN	2201359567-0000	09/21/17	45.20	68377
582-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY	050321496-00001	09/21/17	13.52	68377
590-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 GEN	2201359567-0000	09/21/17	22.60	68377
590-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY	050321496-00001	09/21/17	6.76	68377
591-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 GEN	2201359567-0000	09/21/17	22.60	68377
591-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY	050321496-00001	09/21/17	6.76	68377
Total For Check 68377						117.44	
Check 68378							
582-543.000-740.300	NATURAL GAS - ENGINE #5	MICHIGAN SOUTH CENTRA	JULY AND AUGUST NATURAL GAS PURCHA	H 07-17	09/21/17	472.87	68378
582-543.000-740.400	NATURAL GAS - ENGINE #6	MICHIGAN SOUTH CENTRA	JULY AND AUGUST NATURAL GAS PURCHA	H 07-17	09/21/17	1,209.66	68378
Total For Check 68378						1,682.53	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68379							
582-175.000-806.000	LEGAL SERVICES	MIKA MEYERS BECKET &	PROFESSIONAL SERVICES	615010	09/21/17	351.00	68379
			Total For Check 68379			351.00	
Check 68380							
590-546.000-801.000	CONTRACTUAL SERVICES	MODERN WASTE SYSTEMS	MONTHLY SERVICE 9/1-9/30	55653	09/21/17	85.00	68380
			Total For Check 68380			85.00	
Check 68381							
590-547.000-930.000	REPAIRS & MAINTENANCE	NEFCO	CUT OFF WHEELS	174684	09/21/17	67.50	68381
			Total For Check 68381			67.50	
Check 68382							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	NORM'S TIREMAN	TIRE REPAIR	5200041717	09/21/17	42.98	68382
			Total For Check 68382			42.98	
Check 68383							
582-000.000-665.100	INVESTMENT FEES (OTHER E	NORRIS, PERNE & FRENC	INVESTMENT FEES	09202017	09/21/17	1,654.36	68383
591-000.000-665.100	INVESTMENT FEES (OTHER E	NORRIS, PERNE & FRENC	INVESTMENT FEES	09202017	09/21/17	1,654.35	68383
			Total For Check 68383			3,308.71	
Check 68384							
590-547.000-726.900	SUPPLIES - LABORATORY	NORTH CENTRAL LABORAT	LABORATORY SUPPLIES	395040	09/21/17	119.40	68384
590-547.000-726.900	SUPPLIES - LABORATORY	NORTH CENTRAL LABORAT	LABORATORY SUPPLIES	395040	09/21/17	78.00	68384
590-547.000-726.900	SUPPLIES - LABORATORY	NORTH CENTRAL LABORAT	LABORATORY SUPPLIES	395040	09/21/17	78.00	68384
590-547.000-726.900	SUPPLIES - LABORATORY	NORTH CENTRAL LABORAT	LABORATORY SUPPLIES	395040	09/21/17	50.00	68384
590-547.000-726.900	SUPPLIES - LABORATORY	NORTH CENTRAL LABORAT	LABORATORY SUPPLIES	395040	09/21/17	24.88	68384
			Total For Check 68384			350.28	
Check 68385							
582-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES - PAPER	914705	09/21/17	67.98	68385
590-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES - PAPER	914705	09/21/17	33.99	68385
591-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES - PAPER	914705	09/21/17	33.99	68385
			Total For Check 68385			135.96	
Check 68386							
582-544.000-726.800	SUPPLIES - OPERATIONS	PERFORMANCE AUTOMOTIV	OIL DRY FOR HYD OIL SPILL	10284-1225538	09/21/17	46.45	68386
590-547.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIV	BELT, CUT OFF WHEELS, BIT SET	10284-1224899	09/21/17	5.18	68386
590-547.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIV	BELT, CUT OFF WHEELS, BIT SET	10284-1224899	09/21/17	27.09	68386
590-547.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIV	OIL FOR AERATION DITCH DRIVE	10284-1225696	09/21/17	79.56	68386
590-547.000-930.900	REPAIRS & MAINT - LABORA	PERFORMANCE AUTOMOTIV	BELT, CUT OFF WHEELS, BIT SET	10284-1224726	09/21/17	12.58	68386
			Total For Check 68386			170.86	
Check 68387							
582-175.000-801.000	CONTRACTUAL SERVICES	PITNEY BOWES GLOBAL F	LEASE	3304325494	09/21/17	408.00	68387
590-175.000-801.000	CONTRACTUAL SERVICES	PITNEY BOWES GLOBAL F	LEASE	3304325494	09/21/17	204.00	68387
591-175.000-801.000	CONTRACTUAL SERVICES	PITNEY BOWES GLOBAL F	LEASE	3304325494	09/21/17	204.00	68387
			Total For Check 68387			816.00	
Check 68388							
582-544.000-726.800	SUPPLIES - OPERATIONS	POWERLINE SUPPLY	TESTING OF GLOVES AND SLEEVES	56180522	09/21/17	1,901.50	68388
			Total For Check 68388			1,901.50	
Check 68389							
582-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	6.18	68389
582-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	6.11	68389

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68389							
582-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	0.29	68389
582-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	0.50	68389
582-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	0.13	68389
582-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	0.57	68389
582-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	0.85	68389
590-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	6.77	68389
590-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	8.64	68389
591-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	7.40	68389
591-000.000-040.000	ACCOUNTS RECEIVABLE	ROWAN, NICHOLAS, B	UB refund for account: 026650	09/19/2017	09/21/17	3.56	68389
Total For Check 68389						41.00	
Check 68390							
582-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	188099	09/21/17	6.50	68390
590-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	188099	09/21/17	3.25	68390
591-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	188099	09/21/17	3.25	68390
Total For Check 68390						13.00	
Check 68392							
582-544.000-801.000	CONTRACTUAL SERVICES	SD MEYERS LLC	ANNUAL TRANSFORMER TESTING	770709	09/21/17	1,760.00	68392
582-544.000-801.000	CONTRACTUAL SERVICES	SD MEYERS LLC	ANNUAL TRANSFORMER TESTING	770709	09/21/17	500.00	68392
582-544.000-801.000	CONTRACTUAL SERVICES	SD MEYERS LLC	ANNUAL TRANSFORMER TESTING	770709	09/21/17	600.00	68392
582-544.000-801.000	CONTRACTUAL SERVICES	SD MEYERS LLC	ANNUAL TRANSFORMER TESTING	770709	09/21/17	160.00	68392
582-544.000-801.000	CONTRACTUAL SERVICES	SD MEYERS LLC	ANNUAL TRANSFORMER TESTING	770709	09/21/17	600.00	68392
582-544.000-801.000	CONTRACTUAL SERVICES	SD MEYERS LLC	ANNUAL TRANSFORMER TESTING	770709	09/21/17	400.00	68392
Total For Check 68392						4,020.00	
Check 68393							
590-546.000-861.000	TRAINING & SEMINARS	SHAWN MULLALY	REIMBURSEMENT OPERTOR EXAM	09082017	09/21/17	70.00	68393
Total For Check 68393						70.00	
Check 68394							
582-000.000-040.000	ACCOUNTS RECEIVABLE	SORRELL, SAM K	UB refund for account: 030387	09/19/2017	09/21/17	107.09	68394
582-000.000-040.000	ACCOUNTS RECEIVABLE	SORRELL, SAM K	UB refund for account: 030387	09/19/2017	09/21/17	34.86	68394
582-000.000-040.000	ACCOUNTS RECEIVABLE	SORRELL, SAM K	UB refund for account: 030387	09/19/2017	09/21/17	5.22	68394
582-000.000-040.000	ACCOUNTS RECEIVABLE	SORRELL, SAM K	UB refund for account: 030387	09/19/2017	09/21/17	6.05	68394
582-000.000-040.000	ACCOUNTS RECEIVABLE	SORRELL, SAM K	UB refund for account: 030387	09/19/2017	09/21/17	3.34	68394
582-000.000-040.000	ACCOUNTS RECEIVABLE	SORRELL, SAM K	UB refund for account: 030387	09/19/2017	09/21/17	7.93	68394
582-000.000-040.000	ACCOUNTS RECEIVABLE	SORRELL, SAM K	UB refund for account: 030387	09/19/2017	09/21/17	2.51	68394
Total For Check 68394						167.00	
Check 68395							
582-175.000-925.000	TELEPHONE	SPRINT	SPRINT ALLOCATION	893827215-119	09/21/17	13.63	68395
582-543.000-925.000	TELEPHONE	SPRINT	SPRINT ALLOCATION	893827215-119	09/21/17	430.02	68395
590-547.000-925.000	TELEPHONE	SPRINT	SPRINT ALLOCATION	893827215-119	09/21/17	87.66	68395
591-544.000-925.000	TELEPHONE	SPRINT	SPRINT ALLOCATION	893827215-119	09/21/17	84.62	68395
Total For Check 68395						615.93	
Check 68396							
582-543.000-726.000	SUPPLIES	STATE OF MICHIGAN	ABOVE GROUND STORAGE TANK ANNUAL C	91030126	09/21/17	61.50	68396
Total For Check 68396						61.50	
Check 68398							
582-544.000-726.800	SUPPLIES - OPERATIONS	VERMEER OF MICHIGAN,	BATTERY PMX-70	P57396	09/21/17	70.00	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	1,050.00	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	296.82	68398

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68398							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	137.70	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	580.00	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	12.81	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	244.65	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	4.73	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	1.41	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	465.00	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	49.34	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	295.38	68398
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	VERMEER OF MICHIGAN,	REPAIR PARTS FOR DIRECTIONAL BORE	P57551	09/21/17	378.00	68398
Total For Check 68398						3,585.84	
Check 68399							
582-000.000-040.000	ACCOUNTS RECEIVABLE	WASNICH, JESSI M	UB refund for account: 030387	09/19/2017	09/21/17	23.64	68399
582-000.000-040.000	ACCOUNTS RECEIVABLE	WASNICH, JESSI M	UB refund for account: 030387	09/19/2017	09/21/17	5.90	68399
582-000.000-040.000	ACCOUNTS RECEIVABLE	WASNICH, JESSI M	UB refund for account: 030387	09/19/2017	09/21/17	1.05	68399
582-000.000-040.000	ACCOUNTS RECEIVABLE	WASNICH, JESSI M	UB refund for account: 030387	09/19/2017	09/21/17	1.25	68399
582-000.000-040.000	ACCOUNTS RECEIVABLE	WASNICH, JESSI M	UB refund for account: 030387	09/19/2017	09/21/17	0.53	68399
582-000.000-040.000	ACCOUNTS RECEIVABLE	WASNICH, JESSI M	UB refund for account: 030387	09/19/2017	09/21/17	0.56	68399
582-000.000-040.000	ACCOUNTS RECEIVABLE	WASNICH, JESSI M	UB refund for account: 030387	09/19/2017	09/21/17	0.07	68399
Total For Check 68399						33.00	
Check 68400							
590-547.000-930.000	REPAIRS & MAINTENANCE	WHITES WELDING SERVIC	RENT 4 PIPE STANDS	83265	09/21/17	50.00	68400
Total For Check 68400						50.00	
Check 68401							
582-175.000-801.000	CONTRACTUAL SERVICES	WORKHEALTH-QUINCY, PL	DOT PHY / RANDY GAY	4610	09/21/17	70.00	68401
Total For Check 68401						70.00	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check	
Fund Totals:								
			Fund 582 ELECTRIC FUND			36,664.37		
			Fund 590 SEWER FUND			14,364.85		
			Fund 591 WATER FUND			10,014.72		
Total For All Funds:							61,043.94	
--- TOTALS BY GL DISTRIBUTION ---								
582-000.000-040.000			ACCOUNTS RECEIVABLE			746.03		
582-000.000-084.101			DUE FROM GENERAL FUND			734.98		
582-000.000-084.208			DUE FROM RECREATION			41.14		
582-000.000-084.271			DUE FROM LIBRARY FUND			180.50		
582-000.000-110.000			INVENTORY			1,282.00		
582-000.000-123.000			PREPAID EXPENSES			4,091.00		
582-000.000-139.000			PLANT, SYSTEMS, AND EQUIPMENT			4,850.00		
582-000.000-665.100			INVESTMENT FEES (OTHER EXPENSES)			1,654.36		
582-175.000-715.000			HEALTH AND LIFE INSURANCE			700.99		
582-175.000-726.200			OFFICE SUPPLIES			80.33		
582-175.000-801.000			CONTRACTUAL SERVICES			6,978.55		
582-175.000-801.200			COMPUTER			74.50		
582-175.000-806.000			LEGAL SERVICES			351.00		
582-175.000-810.000			DUES AND SUBSCRIPTIONS			202.00		
582-175.000-905.000			PUBLISHING / NOTICES			25.00		
582-175.000-920.400			UTILITIES - GAS			58.72		
582-175.000-925.000			TELEPHONE			245.74		
582-175.000-930.000			REPAIRS & MAINTENANCE			75.00		
582-543.000-715.000			HEALTH AND LIFE INSURANCE			88.26		
582-543.000-726.000			SUPPLIES			134.08		
582-543.000-740.300			NATURAL GAS - ENGINE #5			472.87		
582-543.000-740.400			NATURAL GAS - ENGINE #6			1,209.66		
582-543.000-801.000			CONTRACTUAL SERVICES			186.54		
582-543.000-925.000			TELEPHONE			430.02		
582-543.000-930.000			REPAIRS & MAINTENANCE			433.63		
582-544.000-726.800			SUPPLIES - OPERATIONS			2,192.94		
582-544.000-730.000			VEH./EQUIP. MAINT. SUPPLIES			4,625.08		
582-544.000-801.000			CONTRACTUAL SERVICES			4,020.00		
582-544.000-801.000-1			CONTRACTUAL SERVICES			482.56		
582-544.000-925.000			TELEPHONE			16.89		
590-000.000-040.000			ACCOUNTS RECEIVABLE			61.88		
590-000.000-123.000			PREPAID EXPENSES			2,045.50		
590-000.000-139.000			PLANT, SYSTEMS, AND EQUIPMENT			2,425.00		
590-175.000-715.000			HEALTH AND LIFE INSURANCE			351.35		
590-175.000-726.200			OFFICE SUPPLIES			37.61		
590-175.000-801.000			CONTRACTUAL SERVICES			2,941.27		
590-175.000-801.200			COMPUTER			37.25		
590-175.000-905.000			PUBLISHING / NOTICES			12.50		
590-175.000-920.400			UTILITIES - GAS			29.36		
590-175.000-925.000			TELEPHONE			116.05		
590-175.000-930.000			REPAIRS & MAINTENANCE			37.50		
590-546.000-801.000			CONTRACTUAL SERVICES			2,012.54		
590-546.000-861.000			TRAINING & SEMINARS			70.00		
590-546.000-930.950			REPAIRS & MAINT. - LIFT STATIONS			21.48		
590-547.000-726.900			SUPPLIES - LABORATORY			595.40		
590-547.000-727.500			SUPPLIES - CHLORINE			1,498.43		
590-547.000-727.700			SUPPLIES - DIOXIDE			808.50		
590-547.000-925.000			TELEPHONE			87.66		
590-547.000-930.000			REPAIRS & MAINTENANCE			782.31		
590-547.000-930.900			REPAIRS & MAINT - LABORATORY			393.26		
591-000.000-040.000			ACCOUNTS RECEIVABLE			43.13		

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
		591-000.000-123.000	PREPAID EXPENSES			2,045.50	
		591-000.000-139.000	PLANT, SYSTEMS, AND EQUIPMENT			2,425.00	
		591-000.000-665.100	INVESTMENT FEES (OTHER EXPENSES)			1,654.35	
		591-175.000-715.000	HEALTH AND LIFE INSURANCE			363.22	
		591-175.000-726.200	OFFICE SUPPLIES			37.61	
		591-175.000-801.000	CONTRACTUAL SERVICES			3,221.30	
		591-175.000-801.200	COMPUTER			37.25	
		591-175.000-905.000	PUBLISHING / NOTICES			12.50	
		591-175.000-920.400	UTILITIES - GAS			29.36	
		591-175.000-925.000	TELEPHONE			116.06	
		591-175.000-930.000	REPAIRS & MAINTENANCE			56.15	
		591-544.000-925.000	TELEPHONE			84.62	
		591-544.000-930.000	REPAIRS & MAINTENANCE			218.62	
		591-545.000-930.000	REPAIRS & MAINTENANCE			(329.95)	

CITY COUNCIL MINUTES

City of Hillsdale
September 5, 2017
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Scott Sessions opened the meeting with the Pledge of Allegiance.

Roll Call

Mayor Scott Sessions called the meeting to order.

Council Members present:	Scott M. Sessions, Mayor Adam Stockford, Ward 1 Brian Watkins, Ward 1 Timothy Dixon, Ward 2 Bruce Sharp, Ward 3 William Zeiser, Ward 3 Matthew Bell, Ward 4 Patrick Flannery, Ward 4
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Council Members absent:	William Morrissey, Ward 2
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Also present were: City Manager David Mackie, City Clerk Stephen M. French, City Attorney John Lovinger, City Attorney Tom Thompson, Bonnie Tew (Finance), Kay Freese (HR), Scott Hephner (HCPD & HCFD), Jake Hammel (DPS), Mike Barber (BPU), Chris McArthur (BPU), Mary Wolfram (Economic Development), Corey Murray (Hillsdale Daily News), Nic Rowan (Hillsdale Collegian), Laurie Brandes, Andre Watson, David Turner, Drew Homovec, Cimmeron Summey, Elizabeth Wilson, Sydney Osborne, Robert Sauber, Jonathan Ladd, Myrna Bailey, Jason Cupp, Jennifer Cupp, Travis Copenhaver, Elizabeth Schlueter, Nathan Schlueter, Beth Calvert, Louise Waems, Richard Smith, Tim Dolch, Ruth Brown, Julie Games, Laura Smith, Kerry Laycock, Kelly Robinson, Sally Wood, Kelly Franklin, Jack Mosley, Kimeli Hassell, Aaron Peterson, Kathy Peterson, Peier Merritt, George Allen, Heather Tritchka, Greg Stuchell, Randy Cook, Kelli Cook, Charles Vear, Gloria Vear, Joe Lerne, Chistine Lerne, John Davis, Alicia Davis, Annette Frosch, Roberta Jennings, Pete Jennings, Ben Beier, Chopper Ferguson, Ron Earley, Jessie Earley, Nathan Grime, Dennis Wainscott, Penny Swan, Ray Briner, Jeff Kunkel, Tom Defer.

Council Member Excused

Mayor Sessions reported Council Member Morrissey was out of town and had requested to be excused from the meeting.

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

Approval of Agenda

City Manager Mackie requested the agenda be amended to delay the medical marihuana public hearing until after the conclusion of the “New Business” items, due to the many comments that were anticipated for the hearing. City Manager Mackie stated the amended agenda would allow those with other items of business to leave the meeting after their items were addressed.

Council Member Watkins, seconded by Council Member Flannery, moved to amend the agenda as recommended by City Manager Mackie. By a voice vote, the motion carried unanimously.

Council Member Flannery, seconded by Council Member Bell, moved to approve the September 5, 2017 agenda as amended. By a voice vote, the motion carried unanimously.

Public Comment

No comments were offered.

Consent Agenda

- A. Approval of Bills
 - 1. City Claims of August 25, 2017: \$197,737.34
 - 2. BPU Claims of August 25, 2017: \$266,760.27
 - 3. Payroll of August 24, 2017: \$155,696.23
- B. City Council Meeting Minutes of August 21, 2017
- C. Cemetery Board Minutes of May 3, 2017
- D. Finance Committee Minutes
 - 1. July 6, 2017
 - 2. July 31, 2017
 - 3. August 14, 2017
- E. Planning Commission Minutes of July 18, 2017
- F. Second Quarter 2017 Police Department Report
- G. Noise Variance request from Hillsdale College

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

Roll call:	Council Member Bell	Aye
	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

Communications/Petitions

- A. Goose Hunt Guidelines/Information
- B. Resignation Letter from Jason Walters
- C. Letter from Mr. Ted Jansen re: Medical Marihuana

Introduction and Adoption of Ordinance/Public Hearing

- A. Public Hearing - Application for Industrial Facilities Tax Exemption Certificate (Plant Rehabilitation) – 221 Industrial Drive – Corecoyle Composites LLC

Mayor Sessions opened a public hearing at 7:06 p.m. to receive public comments on an application for an IFT certificate for a project located at 221 Industrial Drive.

No public comments were offered.

Mayor Sessions closed the public hearing at 7:06 p.m.

City Manager Mackie thanked the new owners for their investment into the building, which had been vacant for over ten years. City Manager Mackie stated the project would bring much needed investment and job growth to the area.

Council Member Sharp noted he had once worked in the building for a previous employer and discussed the great improvements that had been initiated by the new owners.

Council Member Zeiser also commended Corecoyle Composites LLC for their commitment to reinvest in the location and for their improvements already completed at the site.

Council Member Bell, seconded by Council Member Sharp, moved to adopt Resolution No. 3319: Resolution Approving an IFT Application of Corecoyle Composites LLC for Industrial Facilities Exemption Certificate for a Rehabilitation Facility.

Roll call:	Council Member Bell	Aye
	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

Unfinished Business

There were no “Unfinished Business” items on the agenda.

Old Business

There were no “Old Business” items on the agenda.

New Business

- A. **Resolution No. 3320:** Discontinuance and Vacation of the Right-of-Way Identified as James Street, Now Known as Woodland Drive, Warren Heights, Addition to the City Of Hillsdale

Council Member Sharp recommended approval of the resolution as the property was no longer needed for municipal purposes.

Council Member Flannery, seconded by Council Member Sharp, moved to adopt Resolution No. 3320: Discontinuance and Vacation of the Right-of-Way Identified as James Street, Now Known as Woodland Drive, Warren Heights Addition to the City Of Hillsdale

Roll call:	Council Member Bell	Aye
	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

- B. **Resolution No. 3321:** A Resolution to Designate a Certifying Officer and Environmental Review Officer for the Community Development Block Grant for Blight Elimination for Historic Preservation of the Dawn Theater

City Manager Mackie reported the city had received a letter of interest from the Michigan Economic Development Council (MEDC) in April 2017 to provide a \$1.3 million grant to aid in the renovation and redevelopment of the Dawn Theater.

Council Member Bell questioned if the Tax Increment Finance Authority (TIFA) had plans to resell the theater to a private entity as soon as possible. City Manager Mackie stated TIFA had not made a final decision on the issue, but anticipated a private management firm operating the property if TIFA retained ownership of the site.

Council Member Zeiser questioned if the city or TIFA were required to maintain ownership of the site for a certain length of time if the grant funding was accepted.

Economic Development Director Wolfram stated the grant would require TIFA retain ownership of the theater for two years if the grant was accepted; however, Ms. Wolfram stated the intent of TIFA was to lease the location to a private management company for future day-to-day operations. Ms. Wolfram also reported a draft management plan had been submitted to the TIFA Board for review, and that plan would be shared with Council Members for their reference. Ms. Wolfram noted the MEDC grant required a \$20,000 local match, which had been met when TIFA purchased the building.

Responding to a question from Council Member Bell, Ms. Wolfram noted the perpetuity intent of the TIFA Board was to most likely sell the property to a private owner.

Council Member Stockford questioned if the city had any concerns regarding the future of the Rising Tides Initiative due to the potential change in state leadership following the elections in 2018. Economic Development Director Wolfram stated the Community Development Block Grant (CDBG) grant funds were federal monies and would be committed prior to the 2018 state-wide election.

Council Member Bell questioned if the city was able to accept another project at this time, due to other funding priorities. City Manager Mackie noted that TIFA took no General Fund tax dollars from the city and the city assumed no financial responsibilities for the Dawn Theater project.

Council Member Watkins requested a TIFA representative attend a future Council meeting to provide additional information on the Dawn Theater and Keefer House projects.

Economic Development Director Wolfram stated the TIFA Board anticipated the renovation of the Dawn Theater would be an economic development driver for future improvements in the downtown area.

Council Member Flannery, seconded by Council Member Dixon, moved to adopt Resolution No. 3321: A Resolution to Designate a Certifying Officer and Environmental Review Officer for the Community Development Block Grant for Blight Elimination for Historic Preservation of the Dawn Theater

Roll call:	Council Member Bell	No
	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-1.

C. Land Division Application and Lot Reconfiguration – College Park

Council Member Watkins, seconded by Council Member Flannery, moved to approve the Land Division Application and Lot Reconfiguration for College Park as submitted.

Roll call:	Council Member Bell	Aye
	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

D. City Manager Contract & Evaluation Form Review

Council Member Dixon reported the current City Manager's contract and evaluation form had been included as informational purposes in the meeting packet. Council Member Dixon requested Council members provide direction to the Operations and Governance Committee in regards to the contract, which was set to expire in June 30, 2018. Council Member Dixon also requested Council Members provide suggested improvements to the current evaluation form for the city manager's position.

Council Member Watkins noted the existing evaluation form for the City Manager needed to be improved to include future goal setting benchmarks. Council Member Watkins requested Council

Members provide recommended improvements to the evaluation form by the September 18, 2017 Operations and Governance Committee meeting.

Council Member Dixon reported the employment contract for City Manager Mackie would end in June 2018, and recommended Council begin to work with City Manager Mackie to begin negotiations for a contract extension.

Council Member Bell voiced support for the City Manager’s performance and encouraged the Operations and Governance Committee members to begin contract negotiations with City Manager Mackie.

Council Member Stockford encouraged Council to move this item to a future Council Meeting due to the number of comments expected for the upcoming public hearing.

Council Member Flannery requested Council Members provide comments on this issue prior to the next regularly scheduled City Council meeting.

E. Municipal Employee Retirement System Officer and Employee Delegate

City Manager Mackie stated the city was required by contract to send an officer and employee delegate to the MERS Annual Conference.

Council Member Flannery, seconded by Council Member Dixon, moved to approve the Municipal Employee Retirement System Officer (Chris McArthur) and Employee Delegate (Frank Engle) program.

Roll call:	Council Member Bell	Aye
	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

F. Street Maintenance and Preservation

DPS Director Hammel reviewed the 2017 Street Maintenance and Preservation projects that included full-depth spot replacements and crack filling on 4.22 miles of major and local streets. Mr. Hammel stated an additional 1.8 miles of spot replacement and crack filling that was completed in 2016 would be chip sealed and fog coated by the Hillsdale County Road Commission.

Council Members and Mayor Sessions complimented DPS Director Hammel on his leadership to manage the much-needed road improvement projects throughout the city.

Introduction and Adoption of Ordinance/Public Hearing (con't)

B. Public Hearing - Medical Marihuana

Mayor Sessions reported the comments made during the public hearing would be limited to two minutes, due to the especially large number of people who wanted to speak on the issue.

Mr. Cimmeron Summey, 98 N. Broad Street, stated medical marihuana had benefited his treatment for fibromyalgia and encouraged Council to opt-in to the State of Michigan's Medical Marihuana Program.

Mr. Nathan Schlueter, 96 Hillsdale Street, spoke in opposition to medical marihuana and recommended Council to opt-out of the State of Michigan's Medical Marihuana Program. Mr. Schlueter stated marihuana was a Schedule-1 drug with the Food & Drug Administration (FDA) and stated medical marihuana had no packaging requirements, composition and dosage information, or quality control. Mr. Schlueter stated medical marihuana was a gateway to allow recreational marihuana use, which would have a negative effect on the health and safety of the city.

Mr. Jon Beckwith, 3671 Wildwood Court, Cambria Township, spoke in opposition to medical marihuana and stated the use of marihuana was a gateway to other, more powerful and addictive drugs. Mr. Beckwith also noted the possession of marihuana was still in violation of existing federal laws.

Ms. Laurie Brandes, Coordinator of the Hillsdale County Substance Abuse Prevention Coalition, 110 Reading Road in the City of Jonesville, spoke in opposition to the proposal to allow medical marihuana businesses within the City of Hillsdale. Ms. Brandes stated the use of marihuana was prevalent in the area's young people and studies had suggested that use of marihuana at younger ages led to drug addiction in later years. Ms. Brandes discussed the development of the brain during teenage years and the negative impact of drugs on this development.

Ms. April VanKamp, Nurse Manager at Hillsdale Hospital, spoke of the negative effects of marihuana use by pregnant mothers. Ms. VanKamp stated the issuance of a one-year medical marihuana card could permit an expectant mother to legally obtain the drug during a ten-month pregnancy.

Mr. George Allen, 52 Charles Street, encouraged the Council to opt-out of the State of Michigan's Medical Marihuana Program.

Mr. Kelly Scott Franklin, 173 State Street, voiced opposition to medical marihuana businesses within the City of Hillsdale and stated marihuana dependency would have a negative economic impact on the local economy.

Mr. Tim Dolch, 2347 Ivy Lane, Hillsdale Township, discussed the CBD and TCH chemical compounds found within marihuana. Mr. Dolch noted the CBD chemical provided some medical benefits and may be approved by the FDA for medical use in the near future. Mr. Dolch stated medical marihuana with TCH was unnecessary, as the TCH component could not be used for any medical benefit.

Ms. Kim Hassell, 9831 Southlawn Circle, City of Jerome, discussed the multiple options for licensing medical marihuana businesses in the City of Hillsdale. Ms. Hassell discussed the benefits of medical marihuana in combating cancer and encouraged interested residents to visit her Facebook page on the subject.

Mr. Chopper Ferguson, 169 E. Carleton, discussed the benefits of medical marihuana that he had seen while caring for his wife who had Multiple Sclerosis. Mr. Ferguson encouraged the City of Hillsdale to involve local residents within the proposed medical marihuana businesses.

Mr. Greg Stuchell, 4 Charger Lane, objected to the City Council granting the issuance of permits for medical marihuana facilities within the city and noted the police, judges, and medical personnel had all pointed out the negative effects of marihuana on the community. Mr. Stuchell extended sympathy for those patients with chronic pain, but argued the benefit extended to a few residents did not outweigh the risks and costs to the majority of residents.

Mr. Jack Mosley, Executive Director of Life Challenge of Hillsdale, 2220 Spring Street, discussed the challenge to combat drug addiction in the area. Mr. Mosley stated the use of marihuana was a gate way drug that often led to addiction to more powerful drugs.

Ms. Elizabeth Schlueter, 96 Hillsdale Street, voiced concern that a company had purchased a building for a medical marihuana business before the Council had voted to either opt-in or opt-out of the State of Michigan's medical marijuana program. Ms. Schlueter stated the economic revenue that could be generated from these businesses would be offset by the negative impacts of the use of medical marihuana on the community. Ms. Schlueter stated the stigma of marihuana use would also have a negative effect on the reputation of the community.

Ms. Myrna Lou Bailey, 3000 S Lake Wilson Rd in Cambria Township, expressed sympathy for those who are suffering from degenerative conditions. Ms. Bailey stated the impetus of the program should be to help patients who actually need medical marihuana and not to be approved to only support those who only want to make money from the endeavor.

Mr. Thomas Defer, 245 Mechanic, thanked the City Manager and other public officials who had visited his proposed medical marihuana grow operation site. Mr. Defer stated his proposed businesses would only grow medical marihuana in the City of Hillsdale, and would ship the finished product to the City of Lansing for distribution. Mr. Defer stated his business proposal would not include a finished product, retail storefront in the City of Hillsdale.

Ms. Gloria Vear, 140 Hillcrest Drive, stated medical marihuana was very important, but spoke against the approval of retail storefronts, or provisioning centers, within the city limits.

Mr. Travis Copenhaver, representing Cannabis Attorneys of Michigan, noted the possession and use of medical marihuana had been legal within the State of Michigan since 2008. Mr. Copenhaver stated the 2008 law was well intended but contained many flaws that had been addressed in the new 2016 regulations. Mr. Copenhaver stated the new program would improve the regulation and oversight of medical marihuana program in the state.

Zoning Director Beeker reviewed the five types of licenses that had been permitted by the State of Michigan through the new medical marihuana regulations, including grower, processor, transporter, provisioning center, and safety compliance facility. Mr. Beeker stated the City Council had the authority to either “opt-in” to allow a certain number of licensed facilities to operate within the city; or, the City Council could “opt-out” and not allow any medical marihuana facilities within the city.

Mr. Dennis Wainscott, 34 Garden Street, voiced support for allowing medical marihuana growing facilities within the City of Hillsdale. Mr. Wainscott stated the regulation of the growing facility would help protect those who had been prescribed medical marihuana.

Ms. Laura Smith, 136 Hillcrest Avenue and Planning Commission Chairperson, objected to the business plan proposed by the applicants who had purchased a building for a growing facility that was not currently permitted or zoned in the City of Hillsdale. Ms. Smith stated that proper zoning regulations would first require the applicants to receive zoning approval through the Planning Commission, rather than first purchasing a building and using their investment to leverage approval through the City Council.

Ms. Victoria McLain, 1445 Bunn Road in Hillsdale Township, voiced concern that the proposed growing operation would be near Drew’s Place, the senior high-rise center, and an area where many children lived. Ms. McLain also discussed the infusion of carbon dioxide in marihuana growing centers and any harmful effects that it may have on the neighboring areas.

Ms. Kathy Peterson, 1860 Bridge Road in Hillsdale Township, stated there was not a need for additional medical marihuana grow facilities in Hillsdale County and objected to the approval of a commercial growing facility in the City of Hillsdale.

Ms. Heather Tritchka, 4 Charger Lane, encouraged the City Council to “opt-out” of any approved medical marihuana facilities in the City of Hillsdale. Ms. Tritchka stated the approval of a growing operation would increase crime and lead to higher addiction rates within the City of Hillsdale.

Mr. Jack McLain, 1440 Bunn Road in Hillsdale Township, stated he was neither in favor, or opposed, to the medical marihuana law in the State of Michigan.

Ms. Natasha Crall, 104 S. Manning, encouraged the City Council to “opt-in” to allow medical marihuana businesses in the city. Ms. Crall stated the city was in desperate need of tax revenue and the businesses would bring jobs and economic development to the area. Ms. Crall stated that the fears about marihuana use were unfounded and encouraged Council to approve medical marihuana businesses in the city.

Mr. Ben Beirer, 294 River Street, encouraged the City Council to “opt-out” of any approved medical marihuana facilities in the City of Hillsdale and stated the authorization for these businesses would aid to normalize the recreational use of marihuana.

Mr. John Smith, 1031 West Ball Road in Fayette Township, stated that Council’s decisions affected all other communities in Hillsdale County. Mr. Smith stated Council should not encourage marihuana business owners to locate in other communities throughout Michigan, if they did not want the same businesses located within the City of Hillsdale.

Mr. Glenn Frobels, 3511 Stub Road in Cambria Township, voiced support for medical marihuana businesses within Hillsdale. Mr. Frobels noted the advantages of marihuana use versus the use of prescribed drugs such as oxycodone, which had high rates of dependency and addiction. Mr. Frobels also predicted the recreational use of marihuana would be legal in the State of Michigan in 2018.

Mr. Andre Watson, 245 Mechanic, argued there was a lot of misinformation presented during the public hearing. Mr. Watson encouraged everyone to have an open mind during discussion of the topic and to learn the advantages of medical marihuana. Mr. Watson also discussed the criminal charges that would be imposed if medical marihuana permit holders did not abide by the new rules set by the State of Michigan.

Mr. Randy Cook, 7944 Gilmore Road in Reading Township, discussed the increased popularity of medical marihuana and encouraged the City Council to approve all of the five permitted uses of medical marihuana businesses within the city.

Ms. Kelli Cook, 7944 Gilmore Road in Reading Township, also spoke in favor of permitting medical marihuana businesses in the City of Hillsdale. Ms. Cook discussed how medical marihuana has dramatically helped her medical conditions of chronic migraine headaches and fibromyalgia.

A resident stated he had used medical marihuana successfully for the treatment of gout.

Ms. Elizabeth Wilson, 62 Manning, voiced support for the use of medical marihuana and stated her aunt had successfully used medical marihuana for pain control during cancer treatments.

Mr. Brad Thomas, 99 S. Howell, encouraged the City Council to “opt-out” of any approved medical marihuana facilities in the City of Hillsdale and encouraged medical marihuana patients to obtain their marihuana in other locations.

Ms. Lana Handshoe, 5439 Bigelow Road in Camden Township, stated the use of medical marihuana benefited many people and argued patients should be able to obtain their dosages in a safe and regulated atmosphere.

A resident stated she knew many people who had used medical marihuana successfully for a variety of different ailments.

Mr. Keith Coleman, 2646 South Osseo Road in Jefferson Township, encouraged the City Council to approve medical marihuana businesses in Hillsdale County to provide needed tax revenue.

Ms. Glinda Jordan, 5 E. Fayette Street, warned against permitting medical marihuana businesses in the city and stated people could self-medicate with the drug and re-sell the drug illegally. Ms. Jordan warned of the management challenges that would be associated with permitted, medical marihuana businesses.

Ms. Penny Swan, 192 South West Street, encouraged Council Member to “step out of their comfort zone” and allow medical marihuana businesses within the city. Ms. Swan noted the businesses were highly regulated by the State of Michigan and would provide much needed tax revenue to the area.

Ms. Kelly Robinson, 120 Norwood, encouraged the City Council to “opt-out” of any approved medical marihuana facilities in the City of Hillsdale, as the medical marihuana would not benefit any city resident if the finished product was shipped to the City of Lansing. Mr. Robinson stated the states of Colorado and California had experienced negative impacts following the legalization of recreational marihuana use.

Mr. Ray Briner, 73 E. Sharp Street, objected to the promotion of medical marihuana businesses in the City of Hillsdale, as it would put the city’s Police Department at risk. Mr. Briner stated more regulations were needed before medical marihuana business could be permitted in the city.

Dr. Charles Vear, 140 Hillcrest, stated the comments made during the public hearing had been divided into two questions: (1) the value of medical marihuana; and (2) if medical marihuana businesses should be permitted in the city. Dr. Vear objected to City Council permitting the placement of a medical marihuana facility in the city.

Being no further public comments, Mayor Sessions closed the public hearing at 8:46 p.m.

Council Member Watkins thanked everyone who attended the meeting and spoke during the public hearing.

Council Member Bell thanked everyone who attended the meeting and encouraged everyone to attend future Council meetings and remain involved in local government.

City Manager Mackie stated further discussion of the item would be placed on the September 18, 2017 meeting agenda for consideration.

Council Member Flannery reported of those city residents who spoke during the public hearing, approximately 76% of those residents encouraged the City Council to “opt-out” of the State of Michigan Medical Marihuana Program.

XI. Miscellaneous Reports

A. Appointment of Mr. Dennis Wainscott to the Hillsdale Housing Commission (*City Manager’s Appt. – Information Only*)

City Manager's Report

City Manager Mackie:

1. Reported openings remained on the Airport Advisory Committee and encouraged interested persons to contact the City Manager's Office.
2. Announced Hillsdale Library Director Mary Hill would be at the September 18, 2017 Council Meeting to provide information on library funding.
3. Also announced Hillsdale Chamber of Commerce Director Randy Yagiela would provide information on a new tourism grant at the September 18, 2017 Council Meeting.
4. Thanked Council Member Watkins for assisting with the development of the new welcome videos on the city's website.
5. Stated the staff continued to work on obtaining social media policies from other jurisdictions in the State of Michigan to be used by the Operations & Governance Committee when revisiting the city's current policy.
6. Invited everyone to attend the Patriot's Day Fly-In at the Hillsdale Municipal Airport on Sunday, September 10, 2017 from 7:00 a.m. until 4:00 p.m.
7. Welcomed "Small-Town Sweet Boutique" candy store to the downtown district, which was scheduled to open September 23, 2017.
8. Announced a senior picnic at Perennial Park would be held on Friday, September 8, 2017.
9. Announced the following Hillsdale Daily News "Best-of-the-Best" awards were recently received by the City of Hillsdale:
 - a. Best Park: Mrs. Stock's Park
 - b. Best Family Amusement Site: Baw Beese Lake
 - c. Best Local Tourism Attraction: Baw Beese Lake
 - b. Best Wedding Venue: Mrs. Stock's Park

Council Member Zeiser congratulated city staff for the awards received from the Hillsdale Daily News.

Mayor Sessions congratulated Recreation Director Michelle Loren and DPS Director Hammel for their management of the Mrs. Stock's Park and Baw Beese Lake venues.

General Public Comment

Mr. Jack McLain thanked the city for including the Hillsdale Beauty College in the new welcome videos. Mr. McLain also discussed the on-going problem of trash accumulation at 42 Union Street. Mr. McLain encouraged City Council to provide City Manager Mackie with a generous wage increase and bonus, based on City Manager Mackie's excellent service to the city.

Ms. Natasha Crall thanked City Attorney Lovinger for ensuring City Council did not take any action on the medical marihuana issue, as was included in the public hearing notice.

Mr. Brandon Thomas encouraged City Council to give City Manager Mackie his requested raise. Mr. Thomas also requested assistance in having his phone number removed from the Google Maps site for the Hillsdale Municipal Airport.

Mr. Dennis Wainscott thanked Council for his appointment to the Hillsdale Housing Commission.

Ms. Penny Swan discussed on-going concerns with the city's temporary sign ordinance and noted the city had ticketed a resident whose family member had unknowingly posted a garage sale sign in the right of way. Ms. Swan stated the cost of the ticket, combined with other city fees that had increased in recent months, had made it difficult for this person to afford the basic necessities for her family.

Mr. McLain discussed the placement of political signs in nearby township areas and encouraged the city candidates to monitor proper placement of these signs as well.

Council Comments

Council Member Bell thanked everyone for their civility and respect shown during the public hearing.

Council Member Dixon encouraged the city to release public relation announcements on a routine basis to highlight many of the new projects and activities throughout the city. City Manager Mackie indicated city staff had discussed this topic and would make this a high priority in the upcoming weeks.

Adjournment

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

The meeting adjourned at 9:22 p.m.

Scott M. Sessions, Mayor

Stephen M. French, City Clerk

CITY COUNCIL MINUTES

City of Hillsdale
September 18, 2017
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Scott Sessions opened the meeting with the Pledge of Allegiance.

Roll Call

Mayor Scott Sessions called the meeting to order.

Council Members present: Scott M. Sessions, Mayor
 Adam Stockford, Ward 1
 Timothy Dixon, Ward 2
 William Morrissey, Ward 2
 Bruce Sharp, Ward 3
 William Zeiser, Ward 3
 Patrick Flannery, Ward 4

Council Members absent: Brian Watkins, Ward 1
 Matthew Bell, Ward 4

Also present were: City Manager David Mackie, City Clerk Stephen M. French, City Attorney John Lovinger, City Attorney Tom Thompson, Bonnie Tew (Finance), Kay Freese (HR), Scott Hephner (HCPD & HCFD), Jake Hammel (DPS), Mary Hill (Library), Mike Barber (BPU), Chris McArthur (BPU), Alan Beeker (Zoning), Julie Beeker (Treasurer), Nicole Yarid, Ted Jansen, Brad Benzig, Andre Watson, Sandi Miller, Curt Sarles, Scott Curry, Karen Curry, Ruth Brown, Chris McDowell, Jennifer McDrell, Lon King, Nathan Plummer, Travis Stebelton, Monique Sarh, Kelly Robinson, Dennis Wainscott, Penny Swan and Tom Defer.

Council Member Excused

Mayor Sessions reported Council Member Bell and Council Member Watkins were unable to attend the meeting due to work obligations.

Council Member Morrissey, seconded by Council Member Zeiser, moved to excuse the absence of Council Member Council Member Bell and Council Member Watkins from the meeting. By a voice vote, the motion passed unanimously.

Approval of Agenda

Council Member Morrissey, seconded by Council Member Dixon, moved to approve the September 18, 2017 agenda as presented. By a voice vote, the motion carried unanimously.

Public Comment

Mr. Lon King, 18 Foxtail Lane, encouraged the City Council to provide City Manager Mackie with an appropriate pay raise or one-time bonus based on his excellent leadership within the city. Mr. King also encouraged the City of Hillsdale to look to the City of Jonesville for a blueprint for success. Mr. King finalized his comments by discussing comments made on social media which alleged Council Member Stockford supported a strong-mayor form of government. Mr. King stated that if these allegations were true, Council Member Stockford should recuse himself from the Council's discussions regarding the compensation package for City Manager Mackie.

Mr. Dennis Wainscott, 34 Garden Street, encouraged the City Council to approve a wage increase or bonus payment to City Manager Mackie. Mr. Wainscott noted the city was similar to a private corporation, which required a pay increase to compliment an annual performance review.

Ms. Ruth Brown, 45 Apple Run Lane, District 1 Hillsdale County Commissioner, applauded the City Council for their diligence and service to the community. Ms. Brown encouraged the Council Members to develop long-range goals for the city and to do what was best for the city's residents.

Mr. Travis Stebelton, 7516 Quail Ridge Drive, Webster Township Michigan, addressed Council regarding his qualification for the vacant airport manager position. Mr. Stebelton described his qualifications for the job and his vision for future improvements at the site.

Mr. Nathan Plummer, 1449 Hudson Road, Hillsdale Township, stated he was a business partner of Mr. Stebelton and described their experiences and qualifications as airport managers.

Mr. Christopher McDowell, 243 Washington Street, Litchfield, discussed his qualifications as an airport manager and noted there were many qualified individuals who had expressed interest in the position.

Ms. Penny Swan, 193 South West Street, objected to a pay raise or bonus paid to City Manager Mackie that exceeded the 2% raise that was provided to other city employees. Ms. Swan stated many city and BPU costs had been raised throughout the past year and giving City Manager Mackie a large raise during these cost increases was inappropriate. Ms. Swan also encouraged the City of Hillsdale to release a job posting or Request for Qualifications (RFQ) for the vacant airport manager position.

Mr. Jack McLain, 1440 Bunn Road, voiced concern that the draft rezoning map had not been updated on the city's website and that the second public hearing included in the Planning Commission's minutes had never been held in regards to the rezoning ordinance. Mr. McLain also encouraged the city to transplant, and not simply fell, trees that needed to be removed for certain

projects. Mr. McLain noted the library presentation did not include annual contributions of Hillsdale Township.

Mr. Curt Sarles, 1811 Steamburg Road, Hillsdale Township, stated he had been a tenant at the Hillsdale Municipal Airport for over 20 years and supported Mr. Travis Stebelton for the airport manager position. Mr. Sarles the new airport manager should provide more staffing to address customer questions and requests at the airport.

Mr. Tom Defer, 245 Mechanic, encouraged the City Council to “opt-in” to the State of Michigan Medical Marihuana program and permit his business to grow marihuana at their site. Mr. Defer discussed the current state law permitted his company to grow medical marihuana for those patients who received a doctor’s prescription for the product.

Mr. Kelly Robinson, 21 Norwood, encouraged the City Council to “opt-out” of the State of Michigan Medical Marihuana program and deny businesses from operating large-scale medical marihuana sites within the city. Mr. Robinson noted the possession and use of marihuana remained a violation of federal crime.

Mr. Andre Watson, 245 Mechanic, stated the medical marihuana businesses would not be a disturbance to the city’s culture, as the business owners who face severe criminal prosecution for violation of the state rules.

Consent Agenda

- A. Approval of Bills
 - 1. City Claims of September 8, 2017: \$324,423.59
 - 2. BPU Claims of September 8, 2017: \$172,990.97
 - 3. Payroll of September 7, 2017: \$155,229.01
- B. TIFA Targeted Development Committee Minutes of July 25, 2017
- C. Hillsdale Policy Group Monthly Update – August 2017
- D. Zoning Board of Appeals Minutes of January 11, 2017
- E. Shade Tree Commission Minutes of August 23, 2017
- F. August 2017 Code Enforcement Report

Council Member Flannery, seconded by Council Member Dixon, moved to approve the Consent Agenda as presented.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

Communications/Petitions

A. Hillsdale Municipal Library Funding Presentation

Hillsdale Municipal Library Director Mary Hill provided a report on the current funding structure for the library. Ms. Hill discussed the reduction in state and federal support for local libraries and revenues raised from penal fines and the city-wide, 1-mil tax levy. A copy of Ms. Hill's Power Point presentation was filed with the Council papers for the meeting.

B. Tourism Grant Presentation – Hillsdale County Chamber of Commerce

Mr. Randy Yagiela, Executive Director of the Hillsdale County Chamber of Commerce, provided information on a grant received by the Chamber that would enhance the tourism industry throughout Hillsdale County. Mr. Yagiela stated the Chamber would develop a new Tourism Bureau, which would highlight attractions in Hillsdale County and increase visitors to the area. Mr. Yagiela indicated the new program had a goal to increase employment within the county by 5% and would immediately begin an assessment to sustain this new initiative.

Council Member Stockford applauded the Chamber of Commerce's plan and noted the positive impact of tourism revenue in Hillsdale County.

Introduction and Adoption of Ordinance/Public Hearing

A. Ordinance #2017-002: An Ordinance to Amend Section 36-143 of Division 1, of Article III of Chapter 36 of the Code of the City of Hillsdale

Zoning Administrator Beeker reviewed the rezoning ordinance that had been recommended for adoption by the city's Planning Commission. Mr. Beeker reported the ordinance changes had been initiated as numerous zoning districts had never been used or were in conflict with the city's Master Plan. Mr. Beeker stated districts I-2, O-1, R-2 and R-3 had all been removed in their entirety and the uses permitted within those areas had been transferred and addressed in other zoning districts. Mr. Beeker also discussed the proposed zoning changes that would rezone some residential areas that were located within an industrial district, to an appropriate residential zoning district to allow the owner to rebuild their home in case of a catastrophic loss.

Council Member Morrissey discussed his experience serving on Planning Commissions in other areas of the country and voiced support for the proposed rezoning ordinance.

Zoning Administrator Beeker reported draft changes to the zoning map had been discussed by the Planning Commission in May 2017 and a public hearing was held in July 2017. Mr. Beeker noted additional changes to the rezoning map were made after the public hearing, following some comments and concerns raised at the public hearing.

Council Member Stockford questioned if the rezoning had the potential to restrict future industry uses within the city. Zoning Administrator Beeker stated the “I-2” Zoning District that was removed from the Code of Ordinances was concentrated on the area surrounding the Bob Evans facility. Mr. Beeker stated the changes were intended to streamline the administrative processes for potential business expansion and staff anticipated the changes would make the city more attractive to developers. Mr. Beeker noted the industrial zoning districts had been appropriately centered in the city’s Manufacturing and Technology Park.

Mayor Sessions thanked Zoning Administrator Beeker for his vision and dedication on the issue.

Council Member Morrissey, seconded by Council Member Flannery, moved to adopt Ordinance #2017-002: An Ordinance to Amend Section 36-143 of Division 1, of Article III of Chapter 36 of the Code of the City of Hillsdale.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

Unfinished Business

There were no “Unfinished Business” items on the agenda.

Old Business

A. Medical Marijuana Opt In or Out Discussion

Council Member Sharp recommended the city “opt-out” of the State of Michigan’s medical marijuana program. Council Member Sharp noted many jobs in the area remained unfilled, in part, due to the lack of potential employees that could pass a drug test. Council Member Sharp also objected to the actions of business group that had purchased a building on Mechanic Street before the Council had made a decision to either support or deny these types of businesses in the city. Council Member Sharp noted many people in Ward 3 had encouraged Council to opt-out of the program.

Council Member Stockford read a statement from Council Member Watkins which encouraged the city to “opt-out” of the medical marijuana program. Council Member Watkins’ statement indicated many constituents in Ward 1 had voiced opposition to the new medical marijuana program as presented.

Council Member Flannery also voiced support for the city to “opt-out” of the program.

Council Member Dixon recommended the city “opt-out” of the program and noted the 2008 laws in regards to the issue in the State of Michigan remained to enforce. Council Member Dixon indicated the use and possession of marihuana remained a violation of federal laws.

Council Member Zeiser also recommended the city “opt-out” as the medical marihuana program would create an administrative and regulatory burden on city staff. Council Member Zeiser noted the city’s decision to “opt-out” would not affect a resident’s ability to obtain medical marihuana with proper oversight. Council Member Zeiser also discussed concern with the State Legislature’s handling of the issue and the onus placed on local units of government.

Mayor Sessions noted that if the city chose to “opt-out”, a decision later could be made to “opt-in”; however, the city could not chose to “opt-out”, if initially deciding to “opt-in.”

Council Member Stockford echoed the comments made by Council Member Zeiser on this issue. Council Member Stockford noted the numerous communications he had received from his constituents that favored the action to “opt-out.”

Council Member Morrissey discussed the problematic state statute regarding medical marihuana that had been adopted in 2008, and the issues raised with the inclusion of THC in the marihuana product.

Council Member Zeiser thanked everyone who attended the Council meetings regarding the topic or communicated with their Council Member on the subject.

Council Member Sharp, seconded by Council Member Dixon, moved to have legislation prepared to “opt-out” of the State of Michigan’s Medical Marihuana Program.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

B. City Manager Contract & Evaluation Form Review

Council Member Dixon requested that Council Members provide comments to the Operations and Governance Committee in regards to the proposed changes to the City Manager’s evaluation form.

Council Member Sharp voiced support for the new evaluation form, as it included more specific questions, reviews, and information than previous forms.

Council Member Stockford objected to the use of a numbering system on the evaluation form, and stated he would provide examples of other types of personnel review forms that use a different type of an evaluation system.

Council Member Zeiser also discussed the disadvantages of using numeric scoring on an evaluation form and suggested an increase to City Manager Mackie's compensation could be included within a new employment contract.

Council Member Sharp stated he had served with four different city managers, and City Manager Mackie was by far the best to serve in the position. Council Member Sharp encouraged Council Members to provide an appropriate pay raise to maintain City Manager Mackie's employment with the City of Hillsdale.

Mayor Sessions thanked the Council Members who had completed City Manager Mackie's annual evaluation.

C. O&G Committee City Manager Raise Recommendation

Council Member Dixon reported the Operations and Governance Committee had met on four different occasions to discuss and review City Manager Mackie's evaluation and corresponding compensation increase. Council Member Dixon reported that at the latest committee meeting, the members had recommended a one-time payment of \$7,500 based on City Manager Mackie's excellent evaluation scores.

Responding to a question from Council Member Zeiser, Council Member Dixon reported a 5% pay increase for City Manager Mackie would have provided a salary and benefit increase of approximately \$5,581.00.

Council Member Sharp stressed that City Manager Mackie deserved to have resolution on this issue after a multi-week delay and encouraged Council Members to vote on this issue at the current meeting.

Council Member Morrissey voiced support for the concept of a one-time payment option, but stated the payment amount should be more in-line with the amount of a 5% pay increase.

Council Member Dixon noted the property taxes paid by a city resident who owned the same home in 2007 that they owned in 2017, paid less in property taxes than what had been paid in 2007.

Council Member Stockford stated the City of Hillsdale would be unable to match a salary offer from a larger city, should City Manager Mackie decide to accept a different position. Council Member Stockford noted the Council Members were putting City Manager Mackie in a difficult position with this negotiation in an open meeting.

Mayor Sessions discussed the budget savings that have been implemented by City Manager Mackie, in addition to the millions of dollars in grants that the city had received in recent months.

Council Member Zeiser recommended the Council Members accept a compromise and offer a one-time payment of \$6,300 to City Manager Mackie, which was an approximate mid-point between the Operations and Governance Committee's recommendation and a 5% salary increase.

Council Member Stockford voiced support for the City Manager-Council form of government and noted the change to a "Strong-Mayor" form of government could not be changed without a voter-approved charter amendment. Council Member Stockford stressed that he would not want to be the city manager for the City of Hillsdale.

Council Member Morrissey, seconded by Council Member Stockford, moved to provide City Manager Mackie with a one-time payment of \$6,300 to City Manager Mackie.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

Council Member Flannery requested the Council Members hold a work session to discuss an appropriate evaluation format and structure for the city manager's position. Council Member Flannery noted the City Council may wish to hold Committee of the Whole work sessions to discussions similar subjects.

D. Airport Apron and Staffing Updates

City Manager Mackie discussed the positive changes made at the Hillsdale Municipal Airport during Jason Walters' and Patriot Aviation's tenure, as was proven by the most recent fly-in event that entertained over 1,000 people. City Manager Mackie stated that after the resignation of Mr. Walters, the goal of the city staff was to maintain the improvements made to the airport's financial structure and service structure, while continuing the forward momentum at the site.

City Manager Mackie announced the staffing of the airport manager position would be changed from a contractual service with the city, to a city-employee arrangement. City Manager Mackie estimated the change would save the city approximately \$40,000 to \$50,000 per year, which would allow additional funding to be directed to capital projects at the airport, such as the fuel farm, replacement of maintenance equipment, and continuation of the ten-year Capital Improvement Plan.

City Manager Mackie then announced the appointment of Ms. Ginger Moore as the new Airport Director and reviewed the many qualifications of Ms. Moore and detailed her extensive history in the aviation service.

Ms. Moore addressed City Council and thanked City Manager Mackie, Mayor Sessions, and the entire City Council for the appointment as Airport Director.

City Manager Mackie stated the leadership change would result in the city operating the fuel farm and assume the billing and receipts of hangar rentals.

Council Member Stockford voiced concern that the appointment of Ms. Moore as the Airport Manager as a city employee would remove the City Council from the oversight of the position.

Responding to a question from Council Member Morrissey, City Manager Mackie reviewed the previous airport manager service and fixed-based operator contracts, and the maintenance responsibilities that were assumed by the contractor. City Manager Mackie stated the mowing, snow removal, and general maintenance duties would now be performed by city employees. City Manager Mackie noted Ms. Moore would be a part-time employee as Airport Manager.

E. Street Maintenance and Preservation Contracts

DPS Director Hammel reviewed the bids received by the Public Services Department for the Street Maintenance Project in 2017 that would total 4.22 miles of major and local streets. Mr. Hammel reported the city's goal was to maintain the roads that were worth repairing and to fully reconstruct those roads that were beyond repair. Mr. Hammel noted the costs of the maintenance projects would be approximately \$74,000 per mile of roadway. Mr. Hammel stated the first contract would provide full-depth spot replacements while the second contract would perform hot rubber crack filling.

DPS Director Hammel reported the following streets would be repaired/maintained:

- State St*** from Oak St to Wolcott
- Barnard St*** from Griswold St to East City Limit
- E. Bacon St*** from Carleton Rd to East City Limit
- Hillsdale St*** from Carleton Rd to Galloway Dr
- Spring St*** from West St to Carleton Rd
- Budlong St*** from Waldron St to Hallett St
- Westwood St*** from Lewis St to West St
- Lewis St*** from Carleton Rd to Westwood St
- Fayette St*** from Carleton Rd to Barr St

DPS Director Hammel also reported the 1.8 miles of spot replacement and crack filling completed in 2016 would be chip sealed and fog coated by the Hillsdale County Road Commission at a cost of \$46,000.

DPS Director Hammel reported the streets to be chip sealed and fogged were:

West St from South St to Fayette St

River St from West St to Salem St

N. Manning St from Monroe St to College St

Responding to a question from Council Member Flannery, DPS Director Hammel stated the city had met with the schools in regards to this project, and had left information at each residence affected by this project.

Council Member Zeiser, seconded by Council Member Flannery, moved to approve a contract with Thompson Construction Company in the amount of \$177,400, a contract with Asphalt Restoration Inc. in the amount of \$39,625, and a contract with the Hillsdale County Road Commission in the amount of \$46,000 for the 2017 Road Maintenance Project.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

F. 2017-2018 Budget Amendments

Finance Director Tew presented the budget amendments that were necessary due to the purchase of the new fire engine, as well as the construction of the new apron at the airport. Ms. Tew stated the amendments were necessary prior to the city's audit, which was scheduled to begin September 25, 2017.

Council Member Flannery, seconded by Council Member Morrissey, moved to approve the 2017-2018 Budget Amendments as presented.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

New Business

A. Purchase of a 2018 Pick-up Truck with Snow Plow for BPU

Council Member Flannery, seconded by Council Member Dixon, moved to approve the purchase of a new pick-up truck with snow plow from Jim Knox Dodge at a total cost of \$31,669.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

XI. Miscellaneous Reports**City Manager's Report**

City Manager Mackie:

1. Thanked Council Members for their support and approval of the bonus payment
2. Stated the goose hunt had been successful through the first few days of hunting and a report on the hunt would be provided at the October 2, 2017 Council meeting.
3. Reported a "State of City" report would be presented at the October 2nd meeting.
4. Reported a quarterly newsletter would be prepared by city staff to highlight important projects, improvements, and news of the city.

General Public Comment

Mr. Jack McLain noted the library presentation failed to mention the annual contribution of Hillsdale Township. Mr. McLain also referenced Planning Commission minutes which mentioned a second public hearing was recommended, but never held, for the rezoning ordinance prior to final presentation to Council. Mr. McLain finalized his comments by discussing the compliance of a directional sign installed at 42 Union Street.

Mr. Ted Jansen, 104 Hillsdale Street, noted Hillcrest Drive in the city was in dire need of repair and/or replacement. Mr. Jansen also voiced support for the new Tourism Bureau at the Chamber of Commerce and encouraged TIFA or other organizations to support the installation of murals on buildings throughout the downtown district.

Mr. Kelly Norwood offered his assistance to improvement video quality and Livestream capabilities for the City Council meetings.

Council Comments

Council Member Sharp thanked Mr. Jason Walters for his leadership at the airport and welcomed Ms. Ginger Moore to the position.

Council Member Zeiser discussed the origins of the strong-mayor form of government. Council Member Zeiser also voiced support for the creation of murals in the downtown. Council Member Zeiser finalized his comments by discussing the roles of boards & commissions and noted their recommendations were advisory in nature, and City Council was not obligated to approve or follow their decisions.

Mayor Sessions voiced opposition to the strong-mayoral form of municipal government in the City of Hillsdale. Mayor Sessions also acknowledged the service and dedication of Human Resources Director Kay Freese to the city.

Adjournment

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

The meeting adjourned at 9:38 p.m.

Scott M. Sessions, Mayor

Stephen M. French, City Clerk

S.O.A.R. PROGRAM AGREEMENT

This agreement is made and entered this 30th day of August, 2017, by and between Hillsdale College, of Hillsdale, Michigan, (the "Institution") and City of Hillsdale, 97 North Broad Street, Hillsdale, Michigan, a Michigan municipal corporation (the "Agency" for a term beginning August 30, 2017, and ending May 9, 2018, unless otherwise terminated earlier as hereinafter set forth.

Preamble.

In 1993, the Institution created a program known as the S.O.A.R. Program with the "S.O.A.R." being an acronym for Service Opportunities and Rewards. The S.O.A.R. Program was created as an Institution sponsored employment program to provide its students with a means to earn money to defray a portion of their education expenses, provide them with life experiences that will help prepare them for their future careers, and promote goodwill within the community at large. Under the S.O.A.R. Program, eligible students, as determined and selected by the Institution, are employed by it and placed with governmental and non-profit organizations with which agreements have been entered to perform community services and work, the nature of which is in the public interest as delineated by the Institution in the agreement. The governmental and non-profit organizations with which students are placed then provide professional direction and guidance to assure that the services and work to be performed as consistent with the purposes of the agreement.

The Institution has determined that the Agency is qualified to participate in the S.O.A.R. Program and is desirous of entering an agreement with it for the above-stated purposes. The Agency, having determined that it is in its best interests and the best interests of the public to participate in the S.O.A.R. Program, is also desirous of entering such an agreement.

Accordingly, the Institution and the Agency agree as follows:

Agreement.

1. The Institution hereby agrees to identify and select qualified students to participate as a student worker under the S.O.A.R. Program, and to assign one or more of them to the Agency to perform one or more of the community services and work that the Institution has delineated in the attached Exhibit A. The Agency agrees to assign a student so selected and accepted by it to the performance of one or more of the community services and work areas delineated in the attached Exhibit A for so long as the agreement is in effect unless otherwise agreed by the parties in writing.
2. The Institution and the Agency agree that none of the community services or work that a student participant performs may result in the displacement of the Agency's employees, or impair or conflict with the Agency's collective bargaining agreements or other contracts for services that now exist or are entered in the future.
3. The Institution and Agency further agree the conditions under which a student participant performs community services or work shall be appropriate for the activity performed and not be less than are applicable to the Agency's employees performing the same or similar services or work.
4. Each student participant assigned and accepted under this agreement is acknowledged to be the Institution's employee for whom the Institution and Agency agree the Institution shall be solely responsible for the payment of each student participant's compensation, workers' compensation, and other legally required or elective employment-related benefits and protections and from which the Institution agrees to defend, indemnify, and hold the Agency harmless from liability.
5. It is further agreed that:
 - A. The Institution shall establish the number of hours of community service and work that a student participant may provide under this agreement; provided, however, that such hours shall not exceed eight (8) hours in any one week, without the prior approval of the Agency, and provided further that Agency may reduce or eliminate completely the number of hours worked in any one day. Student participants are not expected to work during breaks and holidays when Hillsdale College classes are not in session.

- B. The Agency shall submit a report to the Institution no later than the 27th day of each month that contains the information necessary for it to maintain its payroll records regarding the community service and work provided by and the compensation it pays to a student participant.
6. The Institution represents and covenants that it shall not discriminate against any employee or applicant for employment with respect to hiring, tenure, terms, conditions, or privileges of employment or any matter directly or indirectly related to employment, because of race, color, religion, national origin, age, height, weight, marital status, or other legally protected status. It is understood and agreed by and between the parties that breach of this covenant may be regarded as a material breach of this agreement.
 7. The Institution agrees and consents to the Agency's disclosure by reproduction or otherwise of this Agreement and any and all correspondence, forms, and documents provided by or exchanged between the parties to such persons, parties, entities as the Agency determines in its sole discretion, and/or in response to an order or subpoena from a court or tribunal, or in response to a request under the Freedom of Information Act or other applicable law.
 8. The Institution reserves the right to publicize the name of any student participant and the Agency.
 9. Either party may terminate its obligation to provide or accept any student participant or to require or allow the performance of any of the community services or work contemplated by this agreement by any student participant at any time, or terminate this agreement without further obligation or liability to other at its option, with or without cause, and without prejudice to any other remedies to which it might be entitled under this agreement, or otherwise, whether in law, in equity, by giving written notice of termination to other; provided, however, that in the event of termination of this agreement in its entirety or as to all or any student participants, the provisions of paragraph 4 shall survive and remain in full force and effect.

Notice of termination pursuant to the forgoing provisions shall be provided in writing and shall be effective upon delivery by first class mail return receipt requested or personal service.

HILLSDALE COLLEGE

CITY OF HILLSDALE

Richard J. Moeggenberg, Director of Student
Records and Financial Aid

Mayor

Clerk

SCHEDULE A

The S.O.A.R. student may be asked to assist with the following projects:

- To accompany the assessor and/or the zoning administrator on property inspections for this purpose and to verify that data contained in existing databases used by the assessing department matches the information found in the field.
- To assist the assessor in collecting data for market studies to determine current rental and vacancy rates for analyzing the relationship between potential income and true cash value (sales prices) of real estate.
- To prepare reports and maps which show market trends and analysis for use by the assessor and Board of Review during the annual assessment process, as well as for economic development and grant administration.
- To continue assisting the zoning administrator in cataloguing and organizing archived permit records and building plans too large to keep in the property files and create a searchable database of the records found.
- To engage in other projects for other departments as may be identified during the term which are suitable to the level of experience and/or the interests of the S.O.A.R. student. Other departments may include Economic Development, Recreation, Library, and/or Mitchell Research Center.
- To utilize Microsoft Excel and Word and may work with GIS software (such as ArcGIS by ESRI) as well as BS&A property records management software.

Metastatic Breast Cancer Awareness Day Proclamation

WHEREAS, thousands of families across Michigan are affected by metastatic breast cancer; and

WHEREAS, much of the talk around breast cancer focuses on early detection and routine diagnosis, where we have seen tremendous progress in the last 30 years; and

WHEREAS, the story for advanced disease is quite different. Metastatic breast cancer patients continue to face many unique challenges, such as the emotional and physical demands of continual treatment; and

WHEREAS, currently no cure exists for metastatic breast cancer and those with metastatic breast cancer will continue treatment indefinitely with the goal of extending the best quality life possible; and

WHEREAS, more than one in eight women in the U.S. will be diagnosed with invasive breast cancer in their lifetimes. Specifically in Michigan, it is expected that 8,160 women will be diagnosed with breast cancer in 2017; and

WHEREAS, in the U.S., it's estimated that over 154,000 women have metastatic breast cancer. This devastating stage of breast cancer occurs when cancer spreads beyond the breast to other parts of the body, including the bones, lungs, liver and brain; and

WHEREAS, in 2017, it is estimated that more than 1,410 women in Michigan will die of breast cancer, nearly all due to metastatic breast cancer; and

WHEREAS, metastatic breast cancer affects all races and socioeconomic classes. Although white women see the greatest incidence of breast cancer, the mortality rate for African-American women with breast cancer is higher than in white women, and breast cancer is the leading cause of cancer-related death for Hispanic women; and

WHEREAS, any discussions of breast cancer should include the spectrum from screening through the treatment and support of those with metastatic breast cancer; and

WHEREAS, the patient, family, health, and economic burdens of metastatic breast cancer are large; and
WHEREAS, metastatic breast cancer cuts short the lives of too many people in Michigan, leaving a lasting effect on their families; and

WHEREAS, while there have been treatment advances in metastatic breast cancer, many of those advances have benefitted a small subset of patients with specific types of metastatic breast cancer; and

WHEREAS, while metastatic breast cancer remains incurable, there is reason to be hopeful. Extensive research efforts are underway to address this high unmet need; and

WHEREAS, *ClinicalTrials.gov* is a searchable database which provides patients, family members and the public with information about current ongoing clinical research studies; and

WHEREAS, additional focus is needed on the personal and social burdens of metastatic breast cancer, the needs of the patient, and promising research efforts in the development of more effective treatments; and

WHEREAS, there is still more research to be done for metastatic breast cancer so that new and more effective treatments can be developed. Michigan will continue to push for critical research and advanced treatments for metastatic breast cancer. We are honored to participate in observation of Metastatic Breast Cancer Awareness Day, and to shed light on the devastation metastatic breast cancer brings to communities throughout the State; and

WHEREAS, individuals diagnosed with metastatic breast cancer can speak with their physician to learn more about the disease, and find support groups and services in their community or online; and

WHEREAS, on this day, we ask the citizens of Michigan to become informed and aware of metastatic breast cancer;

THEREFORE, be it resolved, that I, Scott Sessions, Mayor of the City of Hillsdale, does hereby proclaim October 13, 2017 as “Metastatic Breast Cancer Awareness Day”.

Scott M. Sessions, Mayor
City of Hillsdale



The City of
HILLSDALE
MICHIGAN

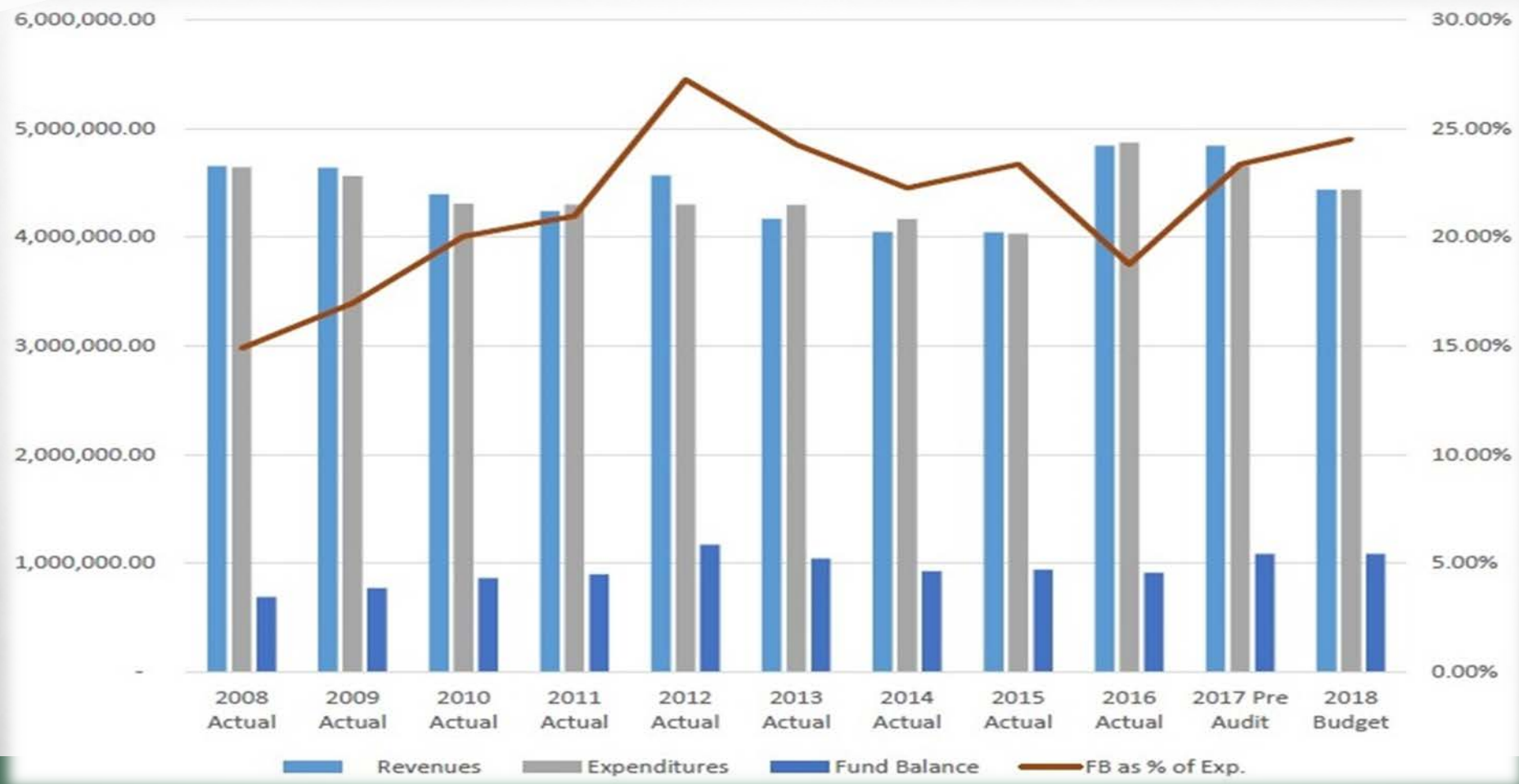
STATE OF THE CITY

2017





GENERAL FUND



General Fund (10 Years) * Revenues * Expenditures * Fund Balance Trends



GENERAL FUND

Year	Revenues	% Change	Expenditures	% Change	Fund Balance	% Change	FB as % of		
							Rev	FB as % of Exp.	
2008 Actual	4,653,746.00		4,643,645.00		691,438.00		14.86%	14.89%	Actual
2009 Actual	4,641,297.00	-0.27%	4,559,397.00	-1.81%	773,338.00	11.84%	16.66%	16.96%	Actual
2010 Actual	4,394,893.00	-5.31%	4,305,570.00	-5.57%	862,661.00	11.55%	19.63%	20.04%	Actual
2011 Actual	4,237,599.00	-3.58%	4,298,976.00	-0.15%	901,284.00	4.48%	21.27%	20.97%	Actual
2012 Actual	4,569,757.00	7.84%	4,299,836.00	0.02%	1,171,205.00	29.95%	25.63%	27.24%	Actual
2013 Actual	4,167,143.00	-8.81%	4,296,208.00	-0.08%	1,042,140.00	-11.02%	25.01%	24.26%	Actual
2014 Actual	4,049,561.00	-2.82%	4,164,826.00	-3.06%	926,875.00	-11.06%	22.89%	22.25%	Actual
2015 Actual	4,045,910.00	-0.09%	4,031,278.00	-3.21%	941,507.00	1.58%	23.27%	23.36%	Actual
2016 Actual	4,841,241.00	19.66%	4,869,651.00	20.80%	913,097.00	-3.02%	18.86%	18.75%	Actual
2017 Pre Audit	4,840,190.00	-0.02%	4,657,794.00	-4.35%	1,087,388.00	19.09%	22.47%	23.35%	Pre Audit
2018 Budget	4,436,550.00	-8.34%	4,436,550.00	-4.75%	1,087,388.00	0.00%	24.51%	24.51%	Budget
	10 Year	-4.67%	10 Year	-4.46%	10 Year	57.26%			

General Fund (10 Years) * Revenues

* Expenditures


* Fund Balance Trends

MAJOR REVENUES

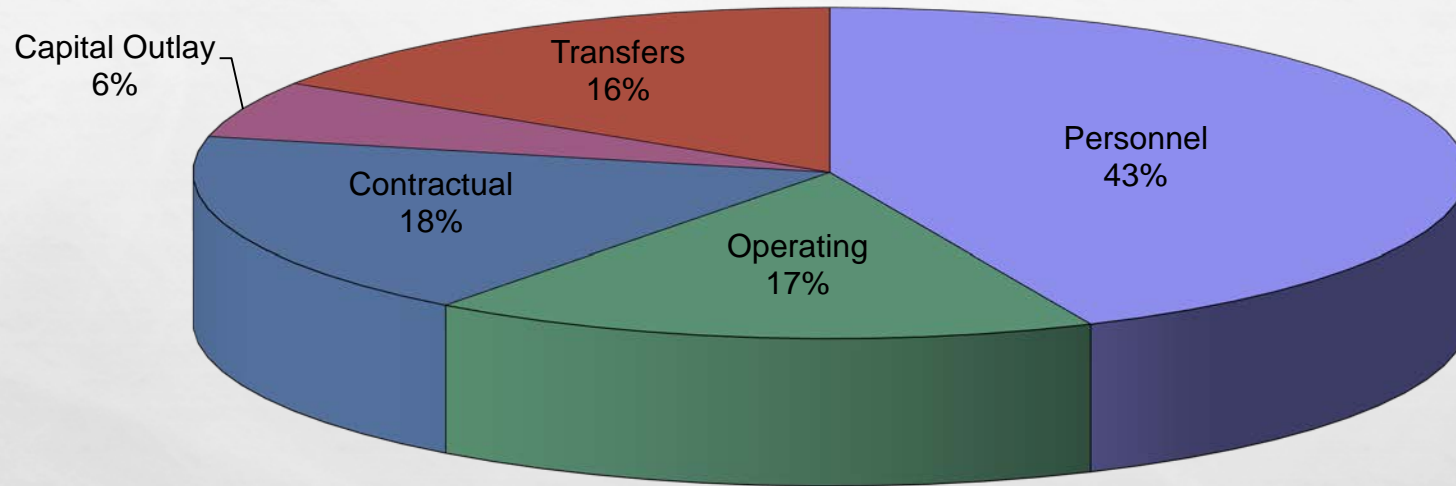
	Actual				Budget		
	11-12	12-13	13-14	14-15	15-16	16-17	17-18
Property Taxes	2,669,879	2,379,650	2,290,300	2,259,266	2,229,453	2,174,500	2,449,750
PILOT	481,452	504,990	558,307	564,081	576,778	1,060,000	1,050,000
Grants & Donations	333,177	974,191	542,918	480,468	2,378,912	1,085,015	3,605,520
State Revenue Sharing	1,412,722	1,430,860	1,523,293	1,504,251	1,533,467	1,606,605	1,836,305
Internal Transfers	1,015,539	883,410	913,411	669,367	1,492,342	1,086,040	818,705
Other	1,557,255	1,498,532	1,603,716	1,414,507	677,433	1,505,995	1,661,860
Totals	\$ 7,470,024	\$ 7,671,633	\$ 7,431,945	\$ 6,891,940	\$ 8,888,385	\$ 8,518,155	\$ 11,422,140



OUTSTANDING DEBT SUMMARY

Purpose	Original Issue	Date Issued	Date Due	Interest Rate	Principal Remaining	Total Remaining To Maturity
Capital Lease Agreement—Electric Meters & AMI System (BPU)	\$1,379,079	2014	2020	3.61%	\$830,024	\$906,949
Installment Purchase Agreement—Vactor Truck (BPU)	\$302,426	2016	2020	2.74%	\$302,426	\$323,422
Wastewater Treatment Plant Improvements—SRF Phase I (BPU) *	\$6,435,000.	2015	2037	2.50%	\$6,435,000	\$6,435,000
Wastewater Treatment Plant Improvements— SRF Phase II (BPU) *	\$1,900,000	2016	2037	2.50%	\$1,900,000	\$1,900,000
MDOT Bureau of Aeronautics Loan—Phase One of the Parallel Taxiway and Entrance Road Project (City)	\$100,000	2015	2025	3.60%	\$91,964	\$109,984
Interdepartmental Loan Between Cemetery Perpetual Care Fund and the Fire Department—Fire Truck (City)	\$447,048	2017	2027	2.80%	\$447,048	\$515,654
						
<p>* Interest to maturity was not added to the SRF loans because the total bond proceeds have not yet been expended. That project is still not completed. Total amount of interest to maturity is unknown at this time.</p>						
TOTALS	\$10,563,553				\$10,006,462	\$10,191,009

TOTAL EXPENDITURE



All Funds *
6-30-17

PERSONNEL

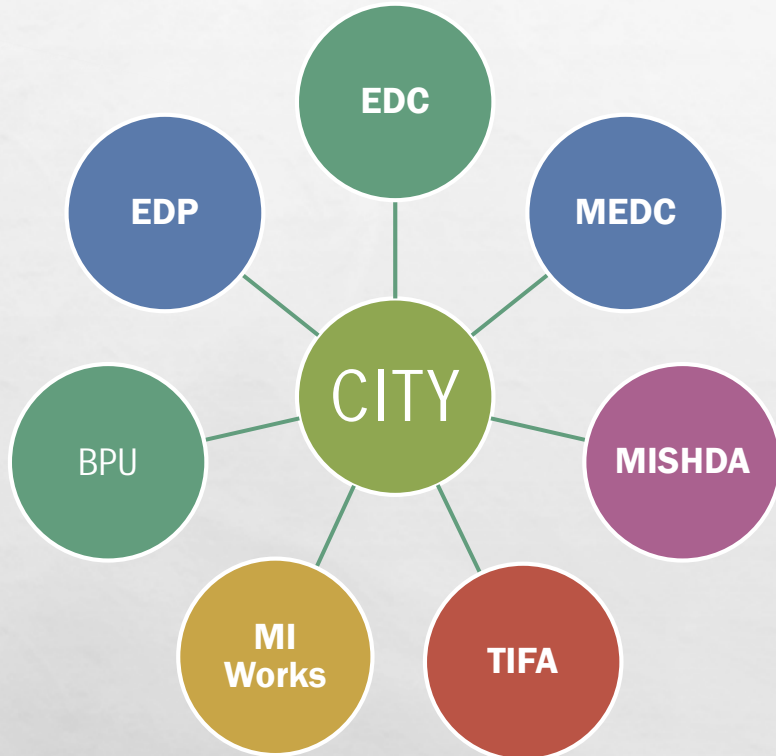
Department	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
General Government	9	8	8	7	6	7	8	8	8
Dial-A-Ride	5	4	4	4	4	4	4	4	4
Police	18	17	17	16	16	15	14	14	13
Fire	4	4	4	4	4	4	4	4	3
Public Services	12	12	12	10	12	12	11	11	12
Library	2	2	2	2	2	2	1	1	2
Recreation	1	1	1	1	1	1	1	1	1
Elected Officials *	11	11	11	11	11	11	11	9	9
BPU Management	5	5	5	5	6	6	6	2	2
BPU Administration/Office	3	4	4	4	3	3	5	3	3
BPU Technical Services	3	3	3	2	2	2	2	1	1
Power Plant	1	1	1	1	0	0	0	0	1
Electric	6	6	6	6	6	6	6	8	9
Water/Sewer	2	2	2	1	3	3	3	4	4
Waste Water Treatment Plant	4	4	4	4	4	4	4	4	4
Totals	86	84	84	78	80	80	80	74	76

* All elected officials are part-time.

Part-time / temporary employees are utilized at various times throughout the year for a variety of purposes in the following departments: Dial-A-Ride; Recreation, Fire, Library, Public Services, and BPU. The numbers portrayed here, with the exception of the elected officials, are full-time employees only.



ECONOMIC DEVELOPMENT



- **46 new businesses in the last five years have either located or expanded in the City of Hillsdale with business incentives/assistance provided by the City of Hillsdale and MEDC**
- **Façade grants – 9 awarded for a total of \$50,724 (past two years)**
- **Business Attraction and Expansion Programs – 3 awarded for a total of \$28,775 (past two years)**
- **Infrastructure Capacity Enhancement Grant (ICE) \$1,909,260**
- **Three Meadows Subdivision – 5 new homes**
- **Dawn Theater Rehabilitation Grant \$1.3 Million**
- **Center City Senior Living Apartments**
- **Paragon Metals**
- **42 Union**
- **Corecoyle Composites, LLC**
- **Family Farm & Home**



ASSESSING TAX ABATEMENTS

COMMERCIAL REHABILITATION CERTIFICATES (CRE)

**TAXABLE VALUE FROZEN + PAY STATE
EDUCATION TAX & SCHOOL OPERATING ON
REHAB VALUE**

***7 ACTIVE CERTIFICATES**

***2017 TAXABLE VALUE ABATED:
\$277,065**

***153 CONSTRUCTION JOBS
RETAINED/CREATED FROM
REHABILITATION PROJECTS**

***139 EXISTING JOBS RETAINED AT
REHABILITATED FACILITIES**

***57 NEW JOBS CREATED AT
REHABILITATED FACILITIES**

OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATES (OPRA)

**TAXABLE VALUE FROZEN + PAY STATE
EDUCATION TAX & SCHOOL OPERATING ON
REHAB VALUE**

*** 4 ACTIVE CERTIFICATES (1 NEW
APPLICATION FILED)**

*** 2017 TAXABLE VALUE ABATED:
\$478,696**

***61 CONSTRUCTION JOBS
RETAINED/CREATED FROM
REHABILITATION PROJECTS**

***9 NEW JOBS CREATED AT
REHABILITATED FACILITIES**

***35 NEW RESIDENTS IN HOUSING
UNITS CREATED OR REHABILITATED**

INDUSTRIAL FACILITIES EXEMPTION CERTIFICATES (IFE/IFT)

**NEW FACILITIES – PAY ½ AD VALOREM RATE
(FULL RATE ON STATE EDUCATION TAX)**

***REAL PROPERTY - 5 ACTIVE
*CERTIFICATES - 2017 TAXABLE
VALUE ABATED:
\$351,635**

***PERSONAL PROPERTY - 18 ACTIVE
*CERTIFICATES - 2017 TAXABLE
VALUE ABATED:
\$797,400**

***REHABILITATED FACILITIES –
TAXABLE VALUE FROZEN**

**1 ACTIVE REAL PROPERTY
CERTIFICATE**

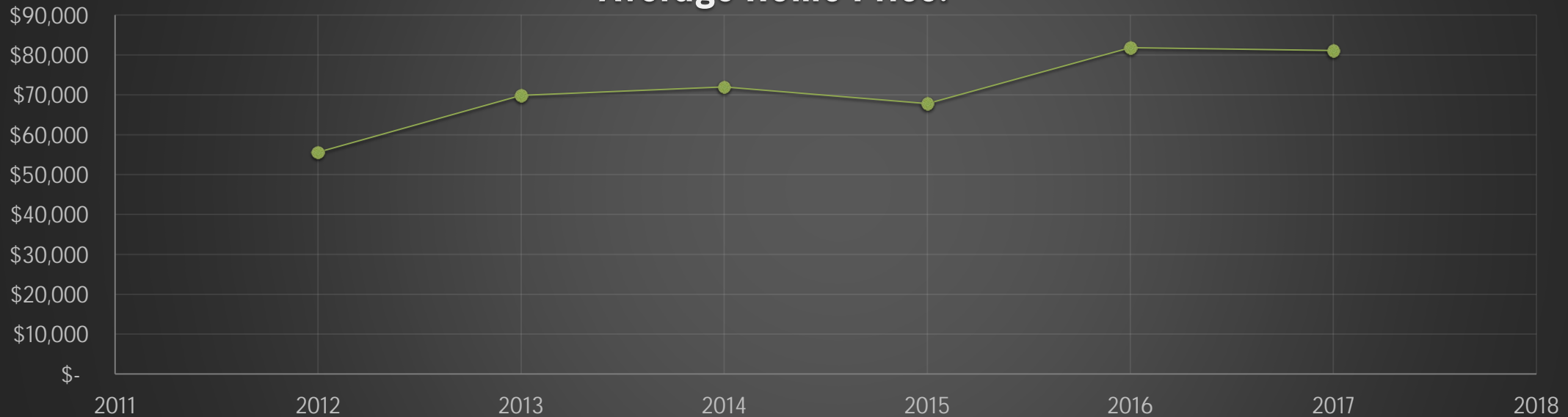
1 NEW APPLICATION FILED



ASSESSING - PROPERTY VALUES AND SALES TRENDS

	(Thru 8/31/2017)					
Calendar Year	2017	2016	2015	2014	2013	2012
All Classes of Property:						
Total Sales	\$ 8,240,320	\$ 17,127,750	\$ 10,650,347	\$ 15,843,623	\$ 11,387,889	\$ 8,014,664
Number of Sales	97	195	158	149	152	136
Average Home Price:	\$ 81,121	\$ 81,840	\$ 67,835	\$ 71,971	\$ 69,855	\$ 55,627
Note: Includes sales of all residential structures - may not have been habitable at time of sale.						

Average Home Price:





PLANNING & ZONING - PERMITS

Permit Data	(Thru 8/31/2017)					
	2017	2016	2015	2014	2013	2012
Building Permits (County):	93	151	165	164	143	164
Stated or Estimated Value:	\$ 33,073,410	\$ 16,652,949	\$ 8,735,257	\$ 10,559,171	\$ 9,856,502	\$ 12,223,099
Zoning/Sign/Fence Permits:	97	109	145	104	176	200
Use & Occupancy Permits:	222	297	365	343	117	99

Enforcement Data	(Thru 8/31/2017)						
	2017	2016	2015	2014	2013	2012	
Enforcements Opened	233	395	434	531	452	514	
Enforcements Closed	235	397	473	526	479	480	
Unresolved Enforcements (By year opened)	138	93	57	69	30	12	(includes prior years)
Total Unresolved:	399						



CLERK'S OFFICE

- **ELECTRONICALLY SCANNED AND INDEXED RESOLUTIONS FROM THE FIRST RESOLUTION ADOPTED BY COUNCIL IN 1958, COUNCIL MINUTES SCANNED FROM 1937 TO PRESENT**
- **CREDIT CARD PAYMENT SYSTEM IMPLEMENTED WITH POINT AND PAY SYSTEMS**
- **SEALED BIDS WERE RECEIVED TO IMPLEMENT A NEW CITY WEBSITE, THE CITY STAFF HOPES TO HAVE THE NEW SITE UP AND RUNNING LATE 2017 OR BY EARLY 2018**



- **CONDUCTED THREE (3) ELECTIONS IN 2016 AND WILL CONDUCT ONE (1) ELECTION IN 2017**
- **CITY COUNCIL ELECTIONS WERE TRANSFERRED TO EVEN YEAR ELECTION CYCLES TO SAVE MONEY AND TO PROMOTE GREATER VOTER TURNOUT**
- **NEW ELECTION EQUIPMENT IS EXPECTED IN 2018**
- **PERMITS AND APPLICATIONS AVAILABLE ON-LINE**
- **DPS WORK ORDER AND INVENTORY SYSTEMS ARE NOW HOUSED ELECTRONICALLY WITHIN BS&A**



SPORTS AND RECREATION



PROGRAMS

PARTICIPATION

**OVER 800 PARTICIPANTS - 17% INCREASE
OVER PREVIOUS YEAR**

**COLLABORATION WITH COMMUNITY
SCHOOLS AND HILLSDALE COLLEGE GOAL
PROGRAM**

**TOURNAMENTS HAVE RANGED ANYWHERE
FROM 18 TO AS MANY AS 39 TEAMS AND
THEIR FAMILIES FROM ALL OVER MICHIGAN
INTO OHIO AND INDIANA**

**WILLIE MAYS BASEBALL, PEE WEE REESE BASEBALL,
KOUFAX BASEBALL, PEE WEE SOFTBALL, MINORS
SOFTBALL, T-BALL BASEBALL, COACH PITCH BASEBALL,
FOOTBALL, K-2ND BASKETBALL, BOYS & GIRLS BASKETBALL,
GIRLS VOLLEYBALL, AFTER SCHOOL KICKBALL, 4 ON 4
WOMEN'S VOLLEYBALL, 6 ON 6 WOMEN'S VOLLEYBALL**



MISCELLANEOUS

**UPDATING 5 YEAR JOINT RECREATION
PLAN WITH CITY OF HILLSDALE AND
HILLSDALE TOWNSHIP IN ORDER TO
APPLY FOR GRANTS**

**CONTINUING EFFORTS TO MAKE
IMPROVEMENTS TO ALL
RECREATIONAL AREAS**

**UPDATING & IMPROVING THE
RECREATION AND PARKS WEBSITE
AND FACEBOOK PAGES**





SANDY BEACH

COMPLETION OF BASKETBALL COURT (\$31,000 ROTARY CONTRIBUTION PLUS DPS IN KIND CONTRIBUTION)

CAPITAL IMPROVEMENTS FOR 2017 WILL BE REDESIGNING PARKING LOT. INGRESS AND EGRESS, PARKING, SIGNAGE, ETC (ROTARY)

DEDICATION OF STATE OF MICHIGAN HISTORICAL MARKER DESIGNATING SANDY BEACH AS AN HISTORICAL SITE (DAN BISHOP, ROTARY)

COLLABORATION WITH KEY OPPORTUNITIES FOR DAILY MORNING BEACH, SIDEWALK, AND PICNIC AREA CLEANUP

PARKS

PARKS SYSTEMS

STOCKS: CONTINUED ENHANCEMENT AND EXPANSION OF GARDENS BY HILLSDALE GARDEN CLUB

STOCKS: NATIONAL AND STATE GARDENING AWARDS

STOCKS: ADDITION OF WINONA SCULPTURE – HERITAGE ASSOCIATION

STOCKS: BPU FREE MOVIES

STOCKS: FREE SUMMER CONCERT SERIES

WW: PAINTED PLAYGROUND EQUIPMENT. KEY OPPORTUNITIES, MDOT SCHOLARSHIP PROGRAM

COLDSRING: KIWANIS HAS ADOPTED RENOVATION PROJECT FOR THE PARK

MISCELLANEOUS

5% INCREASE IN DOCK RENTALS FROM LAST YEAR DIRECT RESULT IN IMPROVEMENTS TO BAW BEESE PARK SYSTEM

FOD: ADDITION OF BILL SMITH MEMORIAL DRINKING FOUNTAIN IN COLLABORATION WITH EXCHANGE CLUB

BAW BEESE LAKE VOTED HILLSDALE COUNTY'S BEST OF THE BEST FOR FAMILY AMUSEMENT AND LOCAL TOURIST ATTRACTION, STOCKS PARK VOTED BEST PARK AND WEDDING VENUE

Award Winning Parks!





PUBLIC SERVICES



STREETS

REPAIRED AND OR REPLACED 70+ STORM STRUCTURES AND 500+ FEET OF STORM TILE

ADDED 5-7 YEARS OF LIFE TO 6 MILES OF CITY STREETS THROUGH STREET PRESERVATION 2016/17

FULL RECONSTRUCTION OF STATE ST FROM WOLCOTT TO EAST CITY LIMIT-STORM WATER LIFT STATION, CURB/GUTTER, AND SIDEWALK

REPAIRED 1100' OF DITCHING IN THE INDUSTRIAL PARK TO IMPROVE STORM WATER CONTROL

EXCAVATED WOLF CREEK CULVERT AT SPRING ST TO IMPROVE FLOW THROUGH RIPPON AND NORWOOD NEIGHBORHOODS

EQUIPMENT

***REPLACED HIGH MAINTENANCE 23 YEAR OLD WHEEL LOADER (JOHN DEERE 524K)**

***REPLACED HIGH MAINTENANCE 15 YEAR OLD MOWER (60" GRAVELY ZERO TURN)**

***REFURBISHED TWO PLOW TRUCK DUMP BOXES AND SALT SPREADER TO EXTEND THE LIFE OF THE TRUCKS**

MISCELLEOUS

ALTERNATIVE COMPOSTING SAVING UP TO 20K PER YEAR ON TURNING AND SIFTING

REDUCED BRUSH GRINDING COSTS BY 7K

ESTABLISHED A STRONG RELATIONSHIP WITH HILLSDALE COUNTY ROAD COMMISSION- REDUCING STREET PAINTING COSTS BY 5K

IMPROVED RELATIONSHIP WITH BPU IMPROVING EFFICIENCY AND SAFETY WITHIN BOTH DEPARTMENTS

ESTABLISHED MILLPOND DAM REMOVAL PLAN

ESTABLISHED GOOSE HUNTING PROGRAM TO PROVIDE CLEANER FACILITIES AND REDUCE CLEANING LABOR



DIAL A RIDE

- **AVERAGE MONTHLY FARES FOR D.A.R.T. ARE \$2,361 AVERAGE MILES 3,628 TOTAL PASSENGERS 2,528 FLEET OF 3 FULL TIME DRIVERS TRAVELING INSIDE THE CITY LIMITS WITH THE EXCEPTION OF A FEW DOCTOR'S OFFICES JUST PAST THE CITY LIMITS**
- **THE CITY OF HILLSDALE DIAL-A-RIDE OPERATIONS HAS BEEN AWARDED TWO CAPITAL GRANTS THROUGH MICHIGAN'S PASSENGER TRANSPORTATION DEPARTMENT IN CONJUNCTION WITH THE FEDERAL TRANSIT ADMINISTRATION THESE GRANTS REPLACE TWO OF THE FLEETS FOUR BUSES THAT ARE SEVEN OR MORE YEARS OLD**
- **CITY/DART TO RECEIVE TWO NEW BUSES NEXT SUMMER 2018 (TENTATIVE SCHEDULE)**



BOARD OF PUBLIC UTILITIES

THE HILLSDALE BPU IS PROUD TO HAVE RECEIVED THREE AWARDS IN 2017

- **THE FIRST IS BEING DESIGNATED AS A RELIABLE PUBLIC POWER PROVIDER RP3 GOLD MEMBER 2017-2020**
- **THE SECOND AWARD IS THE 2016 CERTIFICATE OF EXCELLENCE IN RELIABILITY**
- **THE THIRD IS THE 2016 SAFETY AWARD FIRST PLACE. THIS AWARD WAS GIVEN TO THE UTILITY BECAUSE THERE WERE NO LOST TIME ACCIDENTS IN 2016**
 - **SOFTWARE CONVERSION TO BS&A**
 - **\$8 MILLION RENOVATION PROJECT OF REBUILDING THE WASTE WATER TREATMENT PLANT**
 - **COMBINED SERVICES WITH THE CITY FOR COST SAVING MEASURES (HR/PAYROLL, ACCOUNTING, ETC)**



Added two new pieces of equipment to its fleet in order to continue providing reliable services





PUBLIC SAFETY: POLICE

- RECEIVED A “SAFEST CITY” DESIGNATION TWICE IN RECENT YEARS BASED ON CRIME PER CAPITA STUDIES
- IMPLEMENTED BODY CAMERA AND IN CAR VIDEO PROGRAM DUE TO USDA AND HILLSDALE CO COMMUNITY FOUNDATION GRANTS
- PARTNERED WITH THE NATIONAL CHILD SAFETY COUNCIL FOR AGE SPECIFIC EDUCATIONAL MATERIAL TO UTILIZE IN OUR SCHOOLS AND COMMUNITY PROGRAMS
- CONTRACTED WITH LEXIPOL FOR A LEGALLY DEFENSIBLE POLICY MANAGEMENT SOLUTION



PUBLIC SAFETY: FIRE

- ACQUIRED A NEW FIRE ENGINE / PUMPER
- RECEIVED GRANT FUNDING FROM MULTIPLE SOURCES TO EQUIP THE NEW FIRE TRUCK WHICH INCLUDES HOSE, JAWS FAN, THERMAL IMAGE CAMERA, AND MEDICAL GEAR
- CURRENTLY HAVE FOUR MEMBERS IN EMT SCHOOL WHICH WILL INCREASE OUR STAFF TO 14 MEMBERS THAT ARE MEDICALLY LICENSED EMT OR HIGHER
- PURSUING OPTIONS TO ENHANCE OUR MEDICAL RESPONSE CAPABILITIES FOR OUR COMMUNITY





LIBRARY & MITCHELL RC



- NEW DIRECTOR – MARY K. HILL. MLS
- NEW CHILDREN'S LIBRARIAN – VICKIE LEE
- SUMMER READING – 11 CHILDREN'S PROGRAMS WITH 405 CHILDREN IN ATTENDANCE
- CIRCULATION OF 11,624 ITEMS IN AUGUST
- EXTERIOR PAINTING OF LIBRARY BUILDING COMPLETED

- THE MITCHELL RESEARCH CENTER IS THE MAJOR COLLECTOR OF LOCAL AND FAMILY HISTORY RELATED TO HILLSDALE COUNTY AND THE SURROUNDING AREA VOLUNTEERS PROVIDE NEEDED OR REQUESTED ASSISTANCE WITH SEARCHES
- MITCHELL RESEARCH CENTER YEAR TO DATE VISITORS: 358
- MITCHELL RESEARCH CENTER YEAR TO DATE VOLUNTEER HOURS: 3437



MUNICIPAL AIRPORT



- **AWARDED A GRANT FOR APRON IN THE AMOUNT OF \$800K**
- **IMPROVED FUEL QUALITY AVAILABLE**
- **IMPLEMENTED FACILITY SECURITY**
- **HOSTED PATRIOTS DAY FLY-IN WITH UP TO 2,000 VISITORS**
- **STARTED A FLIGHT SCHOOL/ PLANE RENTAL PROGRAM**
- **IMPLEMENTED SAFETY MEASURES AND REDUCED RISK**
- **RECRUITED AND RETAINED TOP TALENT**



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Hillsdale 1340 AM
NEWS * WEATHER * SPORTS

**COLLEGIAN
NEWS**

**Quarterly
Newsletter**
New!

**HILLSDALE MEDIA
GROUP**
The Hillsdale Daily News • Tip-Off Shopping Guide
Propel Marketing
Digital Services & Print Media

CITY OF HILLSDALE, MICHIGAN
RESOLUTION #3321

**RESOLUTION REGARDING THE MEDICAL MARIHUANA FACILITIES
LICENSING ACT**

WHEREAS the State of Michigan enacted the Medical Marihuana Facilities Licensing Act, Mich. Comp. Laws § 333.27101, et seq. (2016), to license and regulate certain commercial entities identified in the Act as growers, processors, provisioning centers, secure transporters, and safety compliance facilities; and

WHEREAS the Medical Marihuana Facilities Licensing Act provides that a marihuana facility shall not operate in a municipality unless the municipality has adopted an ordinance that authorizes that type of facility; and

WHEREAS, being duly informed and advised, the Council has decided it shall NOT adopt an ordinance to authorize the location of any medical marihuana facilities within the City of Hillsdale, Michigan as provided by the Medical Marihuana Facilities Licensing Act;

NOW THEREFORE BE IT RESOLVED that the Council of the City of Hillsdale, Michigan hereby makes a record of its decision to NOT adopt an ordinance to authorize within the City of Hillsdale, Michigan the location of any medical marihuana facilities as identified in the Medical Marihuana Facilities Licensing Act, Mich. Comp. Laws § 333.27101, et seq. (2016).

This Resolution was passed and adopted at a Regular Meeting of the Hillsdale City Council held in the Council Chambers in the Hillsdale City Hall, Hillsdale, Michigan on October 2, 2017 on the following roll call vote:

Roll call:	Council Member Bell	_____
	Council Member Dixon	_____
	Council Member Flannery	_____
	Council Member Morrisey	_____
	Council Member Sharp	_____
	Council Member Stockford	_____
	Council Member Watkins	_____
	Council Member Zeiser	_____
	Mayor Sessions	_____

Motion _____.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Hillsdale, County of Hillsdale, Michigan, at a regular meeting held on October 2, 2017.

Scott M Sessions, Mayor

Stephen M. French, Clerk

**UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF MICHIGAN
SOUTHERN DIVISION (1)**

DAWN TOWNLEY,

Plaintiff,

v.

CASE NO.: 1:16-cv-01316
HON. GORDON J. QUIST
MAG. JUDGE RAY KENT

CITY COUNCIL FOR THE CITY OF
HILLSDALE, CITY OF HILLSDALE
BOARD OF PUBLIC UTILITIES,
MICHAEL BARBER and
DAVID MACKIE,

Defendants.

STATUS UPDATE

A) A court-ordered settlement conference was held on Monday, September 25, 2017. Ms. Morano, Mr. Mackie and Audrey Forbush appeared for the defense before Magistrate Judge Kent in the United States District Court in Grand Rapids. Ms. Townley and her attorney, Colin Nyeholt, were also present.

B) After fairly extensive negotiations, the matter was resolved for \$80,000. This was essentially an economic decision which weighed in costs, fees, and potential risks associated with the claim as it was unlikely that all claims would be dismissed via summary judgment due to issues of fact.

C) Based on discovery conducted, including the deposition of the Plaintiff and information received from Plante & Moran as well as from City and BPU officials, there was no evidence discovered that supported any allegation that “millions of dollars” had been embezzled. The only evidence discovered related to the fraudulent use of a BPU credit card by *prior* administrative staff, but nothing involving any of the Defendants in this case or any current employees.

D) As part of the settlement, Ms. Townley will be required to execute a full release and hold harmless agreement which will specifically state that this was the settlement of a disputed claim and that there is no admission of liability on the part of the Defendants. Further, she has also agreed that the release will contain a provision that she shall not apply for re-employment with either the City or the BPU in the future. The lawsuit will be dismissed with prejudice.

Open.00590.63891.19119715-1

FOR ADDITIONAL INFORMATION CONTACT:
David Mackie, City Manager – City of Hillsdale
(517) 437-4444
dmackie@cityofhillsdale.org



Infrastructure Capacity Enhancement (ICE) Check Presentation
Monday, October 2, 2017 – 10:00 a.m.
Location: Next to Edward Jones 101 Hillsdale Street – Hillsdale

FOR IMMEDIATE RELEASE

Hillsdale, MI – September 28, 2017 –

On Tuesday September 26, 2017 the City of Hillsdale was awarded a Community Development Block Grant Infrastructure Capacity Enhancement (ICE) grant in the amount of \$1,880,300 by the Michigan Economic Development Corporation (MEDC) towards a total project cost of \$2,118,000. The overall project consists of road and utility improvements on Garden, Mead, and Vine Streets and Rippon Avenue. Utilities included are sanitary sewer, storm sewer, and watermain. The replacement of these utilities will entail the removal and replacement of the entire roadway including concrete curb and gutter, drive approaches, sidewalk, and subbase, gravel base, and HMA.

Please join the City of Hillsdale on Monday, October 2nd at 10:00 a.m. next to Edward Jones located at 101 Hillsdale Street, Hillsdale for a check presentation. MEDC staff, city staff, legislators, and local elected officials will be on-site.

The ICE grant comes at a critical time when the City of Hillsdale has been diligently working on ways to fund street reconstruction and infrastructure improvements. Last year City Council and City Staff made this a top priority.

“The ICE grant will help move forward this project that otherwise wouldn’t be possible said Mr. David Mackie, City Manager. “We are very appreciative and proud of our collaborative relationship with the Michigan Economic Development Corporation (MEDC), Fleis & VandenBrink, local residents and businesses.”

Anyone with any questions may contact David Mackie, City Manager at (517) 437-6444 or email dmackie@cityofhillsdale.org or visit www.cityofhillsdale.org.

###



FOR IMMEDIATE RELEASE
SEPT. 26, 2017

Contact: Kathy Achtenberg
517-335-4590

For all recent stories and announcements, please visit [MEDC NEWSROOM](#)

achtenbergk@michigan.org

Fourteen Michigan communities receive \$23.2 million for public infrastructure projects to upgrade water, sewer systems

LANSING, Mich. –Fourteen communities around Michigan have been awarded \$23.2 million in Community Development Block Grant **Infrastructure Capacity Enhancement** grants to upgrade existing water and sewer systems, the Michigan Economic Development Corporation announced today.

“Improving and updating infrastructure is vital to the continued health and economic well-being of our smaller communities,” MEDC CEO Jeff Mason said. “The Infrastructure Capacity Enhancement grants will allow these communities with the most immediate needs to begin work as soon as possible to make necessary improvements.”

Announced last November, the 2017 Infrastructure Capacity Enhancement grant program was intended to accelerate economic development and assist low and moderate income communities in making improvements or upgrades to their existing public infrastructure systems. Activities could include: water lines and related facilities; sanitary and storm sewer lines and related facilities; wastewater treatment plants and related activities; and road replacement activities related to these projects. Grants of between \$500,000 and \$2 million would be awarded to eligible communities on a competitive basis.

A total of 48 communities applied for grants totaling \$72.5 million. Communities had to provide a minimum of 10 percent match and demonstrate a locally approved Capital Improvements Plan (CIP) where the proposed project was specifically identified within the CIP. Finally, additional points were awarded for those communities integrating green infrastructure, engaged in MEDC’s [Redevelopment Ready Communities®](#) or are a Master or Select [Michigan Main Street](#).

Funding for the infrastructure grants is made possible from the Community Development Block Grant program, allocated to the state through the Michigan Strategic Fund by the U.S. Department of Housing and Urban Development. MSF, in cooperation with MEDC, uses the funds to award grants to eligible counties, cities, villages, and townships with populations under 50,000 for economic development, community development, and housing projects. Cities with populations greater than 50,000 receive funds directly from HUD.

All projects must be completed by December 31, 2019.

2017 Infrastructure Capacity Enhancement grant winners:

Applicant	Project Description	CDBG Request	Total Local Match	Total Project Cost
City of Adrian*	Sanitary sewer improvements	\$1,890,000	\$1,360,000	\$3,250,000
City of Bad Axe*	Water main installation and sanitary sewer line improvements	\$1,620,000	\$180,000	\$1,800,000
Village of Buckley	New well house and water main improvements	\$1,251,810	\$139,090	\$1,390,900
City of Coleman*	Waste stabilization and pump station improvements	\$1,800,000	\$200,000	\$2,000,000
City of Croswell*	Water well and filtration plant improvements	\$1,881,000	\$209,000	\$2,090,000
Village of Deckerville*	Water storage tower improvements	\$1,260,000	\$140,000	\$1,400,000
City of Grand Haven* **	Harbor Drive Road, water and sewer improvements	\$1,151,590	\$127,955	\$1,279,545
City of Grayling* **	Sewer improvements	\$1,531,530	\$170,170	\$1,701,700
City of Harrison*	Water and sewer improvements	\$2,000,000	\$300,000	\$2,300,000
City of Hillsdale*	Sanitary sewer, storm sewer, and water main replacements and improvements	\$1,880,300	\$237,700	\$2,118,000
Village of Lake Odessa*	Sixth and Fifth Avenue water main replacements, and storm water drainage improvements	\$2,000,000	\$220,000	\$2,220,000
City of Lapeer* **	Sanitary sewer and pump station improvements	\$1,869,000	\$231,000	\$2,100,000
Village of Roscommon*	Rebuilding sanitary sewer gravity main, waste water lift station upgrades, water main replacement	\$2,000,000	\$292,500	\$2,292,500
Village of Vernon*	Sanitary sewer and storm sewer system improvements	\$1,125,000	\$125,000	\$1,250,000
TOTALS		\$23,260,230	\$3,932,415	\$27,192,645

Please note: asterisks indicate communities that are engaged in [Redevelopment Ready Communities®](#)* or [Michigan Main Street**](#). Three asterisks indicate the community is involved in both programs.

About Michigan Economic Development Corporation (MEDC)

The Michigan Economic Development Corporation is the state's marketing arm and lead advocate for business development, job awareness and community and talent development with the focus on growing Michigan's economy. For more information on the MEDC and our initiatives, visit www.MichiganBusiness.org. For Pure Michigan® tourism information, your trip begins at www.michigan.org. Visit Pure Michigan Talent Connect at www.mitalent.org for more information on Michigan's online marketplace for connecting job seekers and employers. Join the conversation on: [Facebook](#), [Instagram](#), [LinkedIn](#), and [Twitter](#).

###



City of Hillsdale Agenda Item Summary

MEETING DATE: October 2, 2017

AGENDA ITEM #10: New Business

SUBJECT: Set Public Hearing - application for OPRA Exemption Certificate
– 115 E Carleton Rd - Grant Baker

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor)

The Clerk's office is in receipt of an "Application for Obsolete Property Rehabilitation Exemption Certificate" for property located at 115 E Carleton Rd owned by Grant Baker. The application is for tax abatement on the rehabilitation of the former Alsons building. The project has an estimated cost of \$700,000 to rebuild the west portion of the building and convert it to retail use.

The property in question lies within an OPRA district created in 2013. The current value of this property is estimated by the Assessor at about \$103,400 and the building is currently in a severely blighted condition with broken windows, damaged fascia, leaking roof, etc...

RECOMMENDATION

Council is required to hold a public hearing and act on the application within 60 days of receipt. Therefore, staff recommends that Council set the public hearing for October 16, 2017.

Upon establishment of the hearing date, the Clerk is required to notify the Assessor and the affected taxing units. A meeting has also been scheduled for the Economic Development Corporation Business Review Committee to review the application and make recommendation to council.

Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility) Grant Baker		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code) 56 North Howell Street, Hillsdale, MI, 49242		
Location of obsolete facility (No. and street, City, State, ZIP Code) 115 E Carleton Road, Hillsdale, MI, 49242		
City, Township, Village (indicate which) City		County Hillsdale
Date of Commencement of Rehabilitation (mm/dd/yyyy) 10/20/17	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 03/20/17	School District where facility is located (include school code) 30020
Estimated Cost of Rehabilitation \$700,000.00	Number of years exemption requested 12	Attach Legal description of Obsolete Property on separate sheet Attached
Expected project likelihood (check all that apply):		
<input checked="" type="checkbox"/> Increase Commercial activity	<input checked="" type="checkbox"/> Retain employment	<input checked="" type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input checked="" type="checkbox"/> Prevent a loss of employment	<input type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment <u>30</u>		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. <input checked="" type="checkbox"/>		

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) Andrew Gelzer	Telephone Number (517) 437-7650 / <i>CELL 203-980-8487</i>	Fax Number (517) 437-2274
Mailing Address 56 North Howell Street, Hillsdale, MI, 49242		Email Address adgelzer@gmail.com
Signature of Company Officer (no authorized agents) <i>Andrew Gelzer</i>		Title Manager

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature	Date application received
-----------	---------------------------

FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established	LUCI Code	School Code

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
--	---

PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

	Taxable Value	State Equalized Value (SEV)
Building(s)		
Name of Governmental Unit	Date of Action on application	Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

Name of Clerk	Clerk Signature	Date
Clerk's Mailing Address	City	State
	ZIP Code	
	Telephone Number	Fax Number
		Email Address

Mail completed application and attachments to: Michigan Department of Treasury
 State Tax Commission
 P.O. Box 30471
 Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-2408.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

General Description of the Obsolete Facility

Year Originally Built: 1879

Original Use: Screen Door Factory – “Screen Door Works”

Most Recent Use: Alson’s Corp (shower products manufacturer) ~~2011~~ 2000 AG.

Number of stories: Five

Square footage: 130,000 square feet

General Description of the Proposed Use of the Rehabilitated Facility

H.J. Gelzer & Son Inc. intends to transplant its current hardware business presently located at 56 North Howell St into this facility. Their current operation totals 10,000 square feet, broken up amongst five adjacent historical storefronts. After this project is completed, it will expand the breadth and scope of its current operations to encompass 11,800 square feet of open retail space, 3,000 square feet of backroom and workshop space, and room for future expansion.

Description of the General Nature and Extent of the Rehabilitation to be Undertaken

The two-story portions of the facility on the western side of the facility are to be removed, and a steel structure will be built upon the existing concrete floor. A parking lot will be created directly to the north of the building. A merchandise loading area will be rehabilitated on the north wall of the building. The exterior of the facility will be rehabilitated: exterior tuck pointed, roof replaced, windows repaired.

A Descriptive List of the Fixed Building Equipment that will be part of the Rehabilitated Facility

- The current concrete floor, basement, and the utilities that presently exist in the two-story structures will remain and be utilized for the rehabilitated facility.
- The original five story structure will be retained in its entirety, used for receiving deliveries, storage of inventory stocks, and allow for the future expansion of H.J. Gelzer & Son Inc.

Time Schedule for Undertaking and Completing the Rehabilitation of the Facility

The builder we have engaged for this process estimates six months for construction, and our retail merchandise coordinators estimate three to four months to erect interior fixtures, populate our inventory, and train our employees.

Statement of the Economic Advantages expected from the Exemption

If we are granted a tax exemption for this project, it will allow us to very aggressively expand our operations. The hundreds of thousands of dollars saved by abating this facility's taxes will allow us to retain and increase our workforce, install green, energy-efficient utilities, and create a modern, competitive, self-sufficient home improvement center that will give the people of Hillsdale County a true alternative for their home improvement needs. Revenue that presently leaves Hillsdale will stay in Hillsdale and be reinvested in Hillsdale. Gelzer's Hardware will transform from a convenience hardware store into a destination hardware store and home improvement center. Presently, the hardware business is strong and vibrant, but its long-term future is incumbered by its current location, increasing competition, and the Internet. H.J. Gelzer & Son Inc. has operated in Hillsdale, Michigan since 1920, and if we are granted this tax exemption we will be able to continue to do so for the foreseeable future. Thank you very much for your consideration.

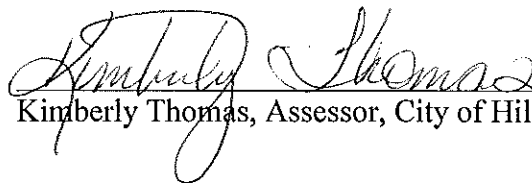
STATEMENT OF OBSOLESCENCE FROM ASSESSOR
115 East Carleton Road, Hillsdale, Michigan

The west end of the structure that is the subject of this statement is a typical, two-story, downtown brick building. Less typical, there is no record or evidence that the upper floor was ever used for residential purposes. The east end of the structure is a five-story industrial brick building. Construction was completed in several phases, beginning in the 1880's.

The structure was originally built to house a screen door factory, and continued as a manufacturing facility until 1999. There was also an adjacent structure occupied by the Hillsdale Market House until 1973. The subject property and adjacent market house were purchased in 1973 by Pual Leutheuser, Trustee for Alsons Properties. Alsons Corporation manufactured shower products and occupied the building from 1973 until 1999, when they constructed a new facility in the Hillsdale Industrial Park. The Carleton Road facility was sold in 2000 to the Charles R. Hoogland Trust. In 2001, the old market house structure was demolished and a new free-standing Family Video store was built. Hoogland split the property and sold the portion that is the subject of this statement to H.J. Gelzer & Son, Inc. in 2009. The property was transferred that same year from H.J. Gelzer & Son, Inc. to Grant G. Baker, its president. The structure was vacant and unused from 2000 to 2015. H.J. Gelzer & Son, Inc. owns and operates a hardware and sporting goods store and a furniture store in the downtown. The furniture store now uses a small portion of the structure for warehousing.

The majority of the building is completely unusable in its present condition. The obsolescence is evident in the lack of modern electrical, plumbing, and mechanical systems as well as the poor condition of the walls, floors, and ceilings. The windows and doors are also very old and inefficient by today's standards. In the opinion of the assessor, this property suffers in excess of 50% functional obsolescence.

Signed:



Kimberly Thomas, Assessor, City of Hillsdale

Dated:

9/20/2017



City of Hillsdale Agenda Item Summary

MEETING DATE: October 2, 2017
AGENDA ITEM: New Business
SUBJECT: TCO 2017-54: One Way designation for Alley (Permanent TCO)

BACKGROUND

This summary addresses the alley that is currently closed to the public and is within the Center City apartment complex construction project. This alley runs north and south between E. Bacon St. and Waldron St. and will be one lane with utility poles along each side. The approach into this alley is wider on Bacon St. to accommodate ingress. I have spoken with DPS Director Hammel and City Manager Mackie regarding this and all agree making this alley one way, south bound, will be an effective traffic safety solution for this one block. This is based on approach width, traffic volume on Bacon St. and Waldron St., along with the types of vehicles that will be accessing this block of the alley.

RECOMMENDATION

I recommend approval of Traffic Control Order 2017-54 as a permanent TCO in the best interest of Public Safety as it pertains to the traffic flow of all vehicles into and out of this alley.

Scott A. Hephner

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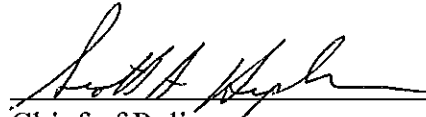
Chief of Police / Fire Chief

TRAFFIC CONTROL ORDER
2017-54

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

The alley which runs north and south from E. Bacon to Waldron St. and between S. Manning and S. West St. shall be **ONE-WAY** in the southbound direction.

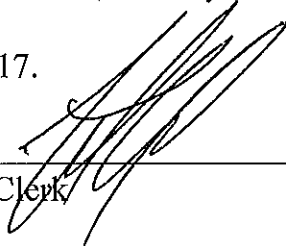
This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.



Chief of Police

09/26/17
Date

Received for filing in the office of the City Clerk at 10:00 a.m. on the 26 day
of September, 2017.



City Clerk

09/26/17
Date

RESOLUTION # _____

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

Passed in open Council this _____ day of _____, 2017.

Attest:

Scott M. Sessions – Mayor

Stephen French, City Clerk



City of Hillsdale Agenda Item Summary

MEETING DATE: October 2, 2017
AGENDA ITEM: New Business
SUBJECT: TCO 2017-55: Parking on Waldron Street

BACKGROUND

In February of 2017 a Temporary Traffic Control Order was issued to restrict parking on Waldron St. in the area of the alley for the construction site of the Center City Apartment Complex. This was so construction equipment and vehicles could safely move into and out of the alley. A need still exists for some parking restrictions as we must anticipate what types of vehicles will be using this alley. As this apartment complex is for senior housing it is reasonable that there could be an increase in usage for ambulances, fire trucks, and Dial-a-Ride buses. City plow trucks and garbage trucks will also be using this alley.

Traffic Control Order 2017-55: there shall be no parking on the south side of Waldron St. for 50 feet east and west of the alley between S. West St. and S. Manning St. There shall be no parking on the north side of Waldron St. for 20 feet east and west of the alley between S. West St. and S. Manning St.

RECOMMENDATION

I recommend approval of Traffic Control Order 2017-55 as a permanent TCO so emergency vehicles and other large vehicles can safely enter onto Waldron St. from the alley.

Scott A. Hephner

A handwritten signature in black ink, appearing to read "Scott A. Hephner", with a long horizontal flourish extending to the right.

Chief of Police / Fire Chief

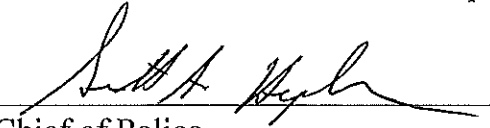
TRAFFIC CONTROL ORDER
2017-55

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

There shall be **no parking** on the south side of Waldron St. for 50 feet east and west of the alley between S. West and S. Manning St.

There shall be **no parking** on the north side of Waldron St. for 20 feet east and west of the alley between S. West and S. Manning St.

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

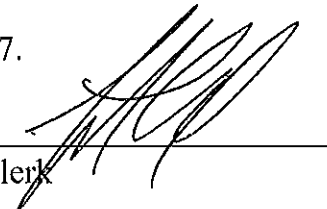


Chief of Police

09/26/17

Date

Received for filing in the office of the City Clerk at 10:00 a.m. on the 26 day of September, 2017.



City Clerk

09/26/17

Date

RESOLUTION # _____

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

Passed in open Council this _____ day of _____, 2017.

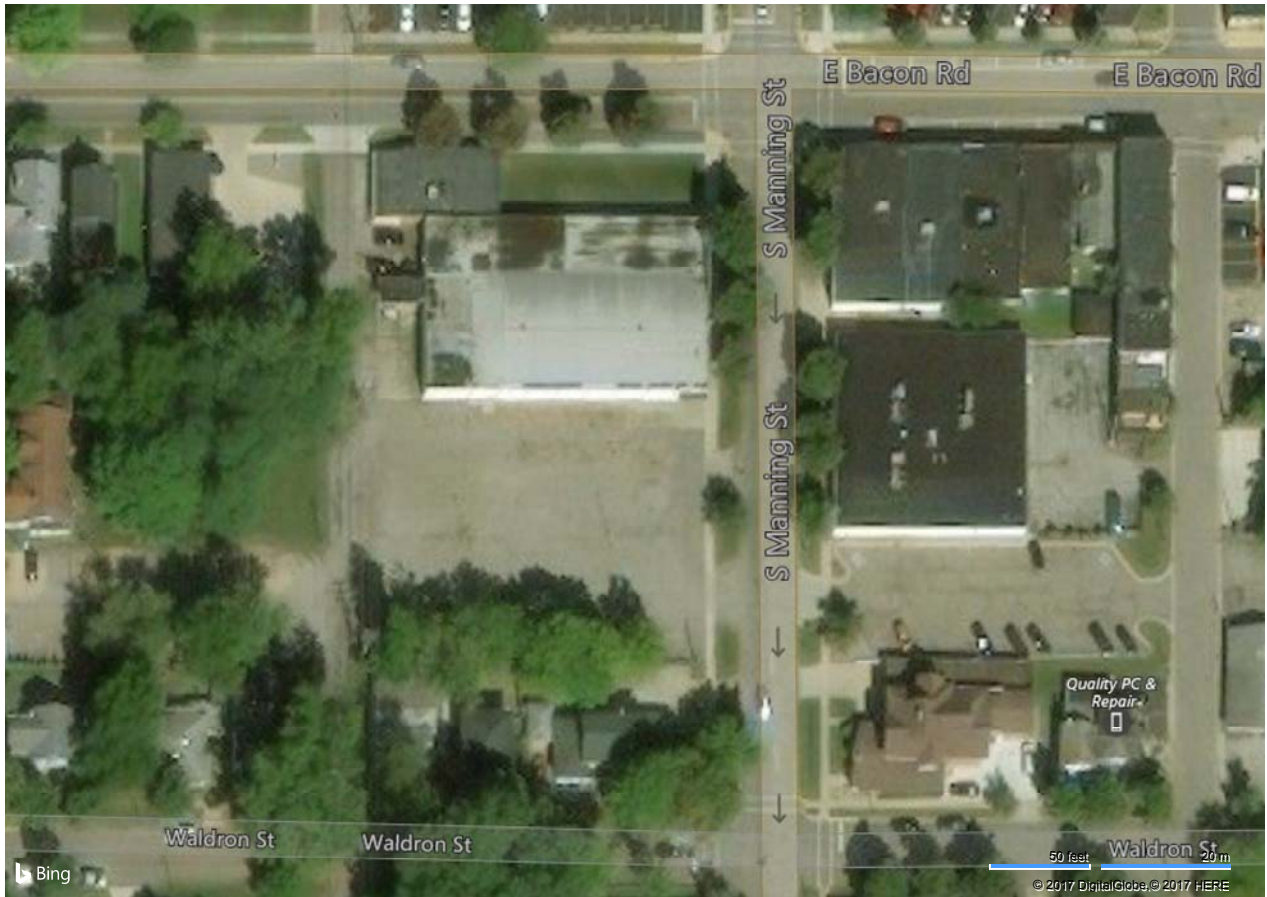
Attest:

Scott M. Sessions – Mayor

Stephen French, City Clerk

bing maps

Notes





City of Hillsdale Agenda Item Summary

MEETING DATE: October 2, 2017
AGENDA ITEM: New Business
SUBJECT: Transfer of Ownership/Fire Safety House

BACKGROUND

I have learned that the Fire Safety House owned by the Hillsdale Fire Department had been given to the Hillsdale County Firefighters' Association. I spoke with the current Association President and learned the Fire Safety House was given to them at the beginning of 2015. This item was purchased utilizing FEMA and Community Foundation grant monies therefore disposal restrictions can apply. The Association could not locate any transfer paperwork nor did they have the Title. The Title has been located and an Assignment and Bill of Sale has been prepared for proper transfer of this asset.

RECOMMENDATION

I recommend the approval of this transfer of ownership as the Fire Safety House is in need of several thousand dollars of repairs and the Association has approved repairing the asset. The Fire Safety House will remain an asset that all Fire Departments in the County can utilize for Education and Training purposes.

Scott A. Hephner

A handwritten signature in black ink, appearing to read "Scott A. Hephner", written over a horizontal line.

Chief of Police / Fire Chief

ASSIGNMENT AND BILL OF SALE

THIS ASSIGNMENT AND BILL OF SALE is dated this _____ day of October by and between the **City of Hillsdale, Michigan**, a Michigan Municipal Corporation, of 97 N. Broad Street Hillsdale, Michigan 49242, of the first part, and the **Hillsdale County Firefighters' Association, Inc.**, a Michigan Nonprofit Corporation, of PO Box 201 Hillsdale, Michigan 49242, of the second part, the is based upon the following;

WHEREAS the City of Hillsdale Michigan through its Fire Department is the owner of a certain fire safety training Apparatus described as **2003 Surrey Fire Safety House VIN 1F9TA29243M217447** ("The Apparatus"); and

WHEREAS the above described Apparatus was procured by the City of Hillsdale, Michigan using grant funds received from the Federal Emergency Management Authority (FEMA) and the Hillsdale County Community Foundation; and

WHEREAS as a result of the fact that the above described Apparatus was procured utilizing grant funds, the Apparatus only may be transferred to a nonprofit entity or other governmental unit; and

WHEREAS the City of Hillsdale, Michigan wishes to transfer ownership of the above described Apparatus to the Hillsdale County Firefighters' Association, Inc. which is a nonprofit entity that provides support for the Hillsdale County Fire Departments and Firefighters and, therefore, qualifies as an entity to which the City of Hillsdale, Michigan may lawfully transfer the Apparatus; and

WHEREAS the Hillsdale County Firefighters' Association, Inc. has indicated a willingness to receive and take ownership of the Apparatus and to be responsible for its maintenance and insurance of the same; and

WHEREAS the parties hereto wish to set forth their mutual agreements and understanding regarding the Apparatus and its future ownership.

NOW THEREFORE in consideration of the above premises as well as the rights and obligations set forth below:

THE CITY OF HILLSDALE, MICHIGAN hereby transfers all of its right, title and interest in that certain **2003 Surrey Fire Safety House VIN 1F9TA29243M217447** ("The Apparatus") the same unto the **Hillsdale County Firefighters' Association, Inc.**, its

successors, administrators and assigns forever and the City of Hillsdale, Michigan for itself, its successors, and assigns does covenant and agree to and with the Hillsdale County Firefighters' Association, Inc., its successors and assigns, to Warrant and Defend the transfer of said property, goods and chattels hereby made, unto the Hillsdale County Firefighters Association, Inc., its successors and assigns, against all and every person or persons whatsoever.

THE HILLSDALE COUNTY FIREFIGHTERS' ASSOCIATION, INC. hereby agrees to accept full possession and ownership of said Apparatus and to henceforth be fully responsible for its maintenance including all repairs and the costs of insuring the Apparatus and the potential risks of its use.

THE HILLSDALE COUNTY FIREFIGHTERS' ASSOCIATION, INC. acknowledges and agrees that the Apparatus that originally was procured using grant funds may not be sold, but only may be transferred to another qualified nonprofit entity or governmental unit and, accordingly, **THE HILLSDALE COUNTY FIREFIGHTERS' ASSOCIATION, INC.** shall not transfer the Apparatus to any non-qualifying entity.

THE CITY OF HILLSDALE, MICHIGAN AND THE HILLSDALE COUNTY FIREFIGHTERS' ASSOCIATION, INC. shall cooperate with each other in the procurement and execution of a Title for the Apparatus.

IN WITNESS WHEREOF, the parties have set their hands and seals this ____ day of October, 2017.

By: David E. Mackie, City Manager
CITY OF HILLSDALE, MICHIGAN

By: Scott Friess, President
HILLSDALE COUNTY
FIREFIGHTERS' ASSOCIATION, INC.

Prepared by:

PARKER, HAYES & LOVINGER, P.C.

By John P. Lovinger (P41585)

91 S. Broad Street, P.O. Box 358

Hillsdale, Michigan 49242

517-437-7210



City of Hillsdale

Agenda Item Summary

MEETING DATE: October 2, 2017

AGENDA ITEM: New Business

SUBJECT: Concrete/Asphalt Crushing

BACKGROUND: Jake Hammel, Director of Public Services

Crushing the concrete and asphalt in our yard is required to make room for the spoils that will come from the ICE Grant project, and also provide DPS with much needed crushed material for fill and topping on many projects throughout the city. Only one bid was received. However, the pricing is in line with multiple bids received for crushing in 2015. Those bids ranged from \$4.30-\$6.00 and the current bid is \$5.80. I believe this price is creeping toward the higher end of the range due to scrap metal prices trending downward. The salvaged iron is typically used to help offset the cost of crushing.

RECOMMENDATION:

I recommend awarding Kalin Construction Company Inc. the crushing contract at \$5.80/ton (\$51,040 estimated) total.

CITY OF HILLSDALE

STANDARD BID INFORMATION FORM

DEPARTMENT: Public Service Department

PROJECT: Crush and screen 8,800 Ton (est.) of Concrete / Asphalt

DESCRIPTION: Crushing & Screening of Concrete / Asphalt

DATE OF BID OPENING: 9/21/17

BID EXPIRATION DATE:

NUMBER OF BIDDERS: 1

LOW BID AMOUNT: \$51,040

LIST OF BIDDERS

BID AMOUNT

Kalin Construction Co. Inc.

\$51,040.00 (\$5.80/ ton)

HOW AND WHERE ADVERTISED: HDN paper & City Web Site

LIST OF BIDDERS CONTACTED DIRECTLY

Lukazcek Excavating	Quincy, MI
Construction Recycling Systems	South Haven, MI
Briskey Brothers Construction	Tecumseh, MI

DEPARTMENT RECOMMENDATION: DPS recommends proceeding with the Kalin Construction Co bid at a cost of \$5.80/ton. We only received one bid at this time. However, this price falls in line with previous crushing bids from 2015 that ranged from \$4.30-\$6.00/ ton. The low bidder in 2015 was contacted but did not submit a bid. Crushing the concrete and asphalt in our yard is required to make room for the spoils that will come from the ICE Grant project, and also provide DPS with much needed crushed material for fill and topping on many projects throughout the city.

BUDGETED AMOUNT: \$90,000

BID PROPOSAL

Name of Contractor: KALIN CONST. CO. INC.

Address of Contractor: 2663 YORE AVE. SOJUS, MI. 49126

Project: **Crushing & Screening Concrete and Asphalt Rubble**

Bid Price per TON \$ 5.80

The above bid includes and contemplates the crushing and screening of approximately 5,500 TONS of accumulated concrete rubble and approximately 3,300 TONS of accumulated asphalt that is located at the City of Hillsdale's (Hillsdale) compost site, 149 Waterworks Ave.

Submitted by: GERALD KALIN

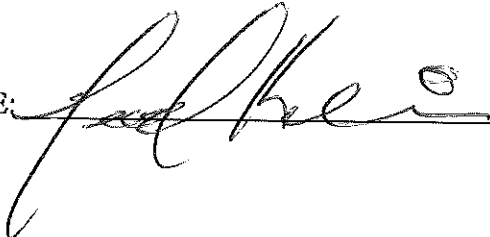
Title (if a partnership, Limited Liability Company or corporation) PRES.

Street Address: 2663 YORE AVE.

City, State and Zip SOJUS, MI. 49126

Telephone No: 269-925-2746

Tax I.D. Number: 38-2193501

SIGNATURE: 

References

1. Mike Hildabrant 269-470-4877

Mike is the owner of Hildabrant Pit which we have leased for years. We opened it up and are now in the process of closing it up.

2. Mark Schlegel 517-202-3571

Mark is the owner of Schlegel Sand and Gravel out of St. Johns but they purchased two pits from the Swartz Family. One is at Dixon rd. in Jackson and the other is off of Mann Road in Concord. We are currently processing in both locations for Mark.

3. Tom MacKenzie 517-231-8443

Tom is with MacKenzie Companys in Lansing and we have been doing there recycle crushing for 15 years or so.

4. Don Geisler 269-208-6956

Don is with the Berrien County Road Commission and over the years we have produced hundreds of thousands of tons of road gravel for them if not millions. Currently we have a 90,000-ton contract to supply to them this year. This is out of pits we own which are just like yours so this is the best contact I can give as they are the end user.

5. Jim Klett 269-208-3702

Jim Klett was president of Klett Construction Company and now works for Michigan Paving and Materials. We have produced millions of tons of aggregate for his asphalt plant that was in our pit over the years.

6. MDOT TSC in Jackson. In 2015 we produced 350,000 ton of open graded for US-127 in Jackson.

This completes our Info that is a requirement to bid.

**CITY OF HILLSDALE, MICHIGAN
ADVERTISEMENT FOR BIDS**

**For
Crushing and Screening of Concrete & Asphalt Rubble**

The City of Hillsdale will receive sealed proposals at the Office of the City Clerk, Hillsdale City Hall, 97 N. Broad Street, Hillsdale, Michigan 49242 **until 10:00 a.m. on Friday, September 22, 2017** for the crushing and screening of concrete & asphalt rubble.

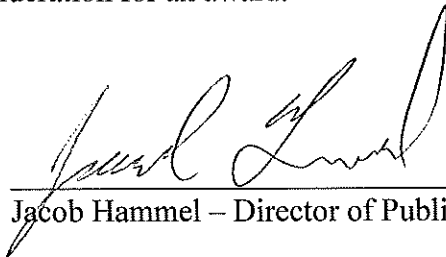
Information regarding the project, a copy of the specifications applicable to this project and the form of the contract that is to be entered pursuant to this advertisement is available at the Office of the Hillsdale City Clerk, Hillsdale City Hall, 97 N. Broad Street, Hillsdale, Michigan 49242. The proposal, when submitted, shall have attached to it a copy of the specifications applicable to this project and the form of the contract that is to be entered, which shall be deemed to have been read and approved and made a part of the bidder's proposal.

No proposal will be accepted after the time designated for the receipt of proposals set forth above. Each bidder shall and will be fully and solely responsible for delivery of the proposal prior to the appointed date and hour designated for the receipt of all proposals, and shall assume the risk of late delivery or non-delivery regardless of the manner the bidder employs for the proposal's delivery or the reason for such late delivery or non-delivery.

The City of Hillsdale reserves the right to reject any and all proposals and to waive any defects or informalities in proposals, to accept the bid that it determines to be the lowest competitive bid from a competent bidder meeting specifications and to negotiate with the bidder or bidders who, in the judgment of the Hillsdale City Manager, are deemed the most advantageous for the public and the City.

The City of Hillsdale hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids to this invitation and will not be discriminated against on grounds of sex, race, color, age, weight, height, marital status, religion or national origin in the consideration for an award.

Date: 09-13-17



Jacob Hammel – Director of Public Services

DESCRIPTION OF PROJECT AND PROJECT SPECIFICATIONS

GENERAL

This is a request for bids. The project for which bids are sought is for the crushing and screening of approximately 5,500 TONS of accumulated concrete rubble and approximately 3,300 TONS of accumulated asphalt that is located at the City of Hillsdale's (Hillsdale) compost site, 149 Waterworks Ave.

The contractor will need to provide a front-end loader, excavator with hammer, impact crusher, screen, and conveyors including 90ft radial stacker with belt scale. The successful bidder shall restore the Hillsdale's real estate to a condition that is at least as good as existed prior to the commencement of work.

A copy of the Advertisement for Bids and a copy of the contract that the successful bidder will be required to enter with Hillsdale are furnished with these specifications. All bids shall be submitted in a sealed envelope on the attached form to which shall be attached copies of the Advertisement for Bids, these specifications, and referenced contract form containing the terms and conditions of the contract to be entered, which the bidder shall be deemed to have read and approved and made a part of the bidder's proposal.

The bid, if personally delivered, shall be submitted in a sealed envelope. The outside of the envelope shall be plainly marked with the words "**Bid for Crushing & Screening Concrete/Asphalt Rubble**". The outside of the envelope shall also set forth the name and address of the bidder. If sent by mail, the bid shall be enclosed in a separate sealed envelope, marked as above. Not more than one bid for the same project from an individual, partnership or corporation will be considered.

SPECIFICATION – References

As a prerequisite to the consideration and award of a bid, the bidder shall provide in its bid proposal at least three (3) references wherein the bidder has performed work of a similar scope and nature together with the name, title, address, and telephone number of the contact person at each that can verify satisfactory performance.

SPECIFICATION – **Crush and Screen of Concrete Rubble; Restoration of Property**

The work contemplated shall consist of the crush and screen approximately 5,500 tons of concrete rubble and approximately 3,300 tons of asphalt rubble to 1-1/2" minus that is located at the City of Hillsdale's compost site, 149 Waterworks Ave. The successful bidder shall will need to provide a front-end loader, excavator with hammer, impact crusher, screen, and conveyors including 90ft radial stacker with belt scale. The successful bidder shall restore the City's real estate to a condition that is at least as good as existed prior to the commencement of work. All rubble and finished products along with reinforcing steel and any other by-products are at all times the property and responsibility of the City of Hillsdale.

SPECIFICATION- Sequence of Work; Completion Time

The work contemplated shall be accomplished in the following sequence, which shall be strictly adhered to as a material condition of the proper performance of the contract between the parties.

- A. Work shall be commenced within **fifteen (15)** calendar days after execution of the contract.
- B. Grinding of all material shall be completed within **ten (10)** business days from the time contractor begins grinding the material

SPECIFICATION- Permits and Codes

The successful bidder shall be responsible for obtaining all necessary permits and licenses at the bidder's sole expense, and to fully comply with all applicable statutes, ordinances, rules and regulations.

SPECIFICATION- Taxes

The successful bidder shall be deemed to have included in his, hers or its bid proposal and contract price all Michigan sales and use taxes currently imposed by legislative enactment and as administered by the Michigan Department of Revenue each of which such taxes the successful bidder shall pay when and as due and from which Contractor shall defend, indemnify, and hold Hillsdale harmless.

SPECIFICATION- Insurance and Indemnity

- (1) The successful bidder shall carry public liability and property damage insurance with limits of liability of not less than Five Hundred Thousand and 00/100 (\$500,000.00) Dollars first dollar coverage, with Hillsdale designated therein as a named insured; and provide proof thereof to Hillsdale prior to the commencement of any of the contemplated work;
- (2) The successful bidder shall carry and provide all workers compensation insurance coverage for its employees and is required by the laws of the State of Michigan and provide proof thereof to Hillsdale prior to the commencement of any work under this contract and provide proof thereof to Hillsdale prior to commencement of any of the contemplated work;
- (3) The successful bidder shall defend, indemnify and hold Hillsdale harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses, as a result of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature which are or are claimed to be a proximate result of the negligence, gross negligence or intentional acts or omissions of the successful bidder, his, her, or its agents, servants and /or employees, or any other person, or which otherwise arise or are claimed to have arisen out of the use of any equipment or the performance of any work under this contract by or at the direction of the successful bidder, his, her or its agents, servants and/or employees, or any other person, whether or

not such damages or injuries, including death, are caused in part by the negligence of Hillsdale, its employees, agents, servants, or representatives; provided, however, that contractor shall not be obligated to indemnify Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence of Hillsdale.

SPECIFICATION-Contract

The successful bidder shall be required to execute the attached contract before commencing any work and to thereafter fully comply with all of its terms and conditions, whether referenced specifically herein or not, it being understood that each of the contract's terms and conditions is incorporated herein by reference.

BID PROPOSAL

Name of Contractor: _____

Address of Contractor: _____

Project: Crushing & Screening Concrete and Asphalt Rubble

Bid Price per TON \$ _____

The above bid includes and contemplates the crushing and screening of approximately 5,500 TONS of accumulated concrete rubble and approximately 3,300 TONS of accumulated asphalt that is located at the City of Hillsdale's (Hillsdale) compost site, 149 Waterworks Ave.

Submitted by: _____

Title (if a partnership, Limited Liability Company or corporation) _____

Street Address: _____

City, State and Zip _____

Telephone No: _____

Tax I.D. Number: _____

SIGNATURE: _____

CITY OF HILLSDALE
Concrete and Asphalt Crushing and Screening Contract

Preamble

The City of Hillsdale, Michigan, a Michigan municipal corporation, (Hillsdale), has as a part of its services to the general public, the responsibility of sidewalk, curb and street replacement. Hillsdale's efforts in this regard include, but are not limited to, the removal, crushing and screening of concrete and asphalt material from within certain public areas of the City of Hillsdale. In an effort to reduce its operational costs and to improve its services to the general public, Hillsdale has solicited and received sealed, competitive bids from contractors who provide concrete/asphalt crushing and screening services on a commercial basis. As a result of said solicitation Contractor of Contractors Address (the "Contractor") has submitted and been awarded a contract to perform concrete/asphalt crushing and screening at the City of Hillsdale's Public Services compost yard as identified in accordance with the terms and provisions of the bid specifications contained therein and this agreement.

A. General Terms

(1) In consideration of the payments to be made to the Contractor pursuant to this contract, Contractor agrees to and shall provide concrete/asphalt crushing and screening services to Hillsdale, as hereinafter identified and provided.

(2) The concrete/asphalt crushing and screening service to be provided by Contractor to Hillsdale shall, in addition to actual concrete/asphalt crushing and screening services include all labor, materials, supplies and services as are necessary to provide and complete the services contemplated by this agreement, all of which shall be provided and maintained at Contractor's sole expense.

(3) All work performed by Contractor under this contract shall be performed in a timely and workmanlike manner with minimal disturbance to persons or property.

(4) Contractor shall be solely responsible and liable for the repair and restoration of any damage caused by it and/or its employees, servants or agents to private or public property, whether real or personal, at its sole expense. In the event Contractor fails to make such repair and/or restoration, Hillsdale may perform such repair and/or restoration and the cost thereof shall be charged to and paid by Contractor or deducted from the payment due under this contract to Contractor.

(6) Contractor shall notify Hillsdale's Department of Public Services at the beginning of every day that they are performing any work on Hillsdale's property.

(7) It shall be the sole responsibility of Contractor to notify the appropriate utility companies of any potential hazard encountered.

(8) Work shall commence within fifteen (15) calendar days after execution of the contract by the last party to sign. Concrete/asphalt crushing and screening shall be completed within ten (10) business days of the date Contractor begins grinding it.

B. Qualifications

(1) Contractor represents that it is a valid Michigan corporation that is and has consistently been actively engaged in the field of concrete/asphalt crushing and screening through the present time. Contractor further represents that it possesses the skill, experience, competence and financial ability to carry out and fulfill all of its duties and obligations under this contract in a timely and workmanlike manner.

(2) Contractor further represents and covenants that it shall not discriminate against any employee or applicant for employment with respect to hiring, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, age, height, weight, marital status or other legally protected status. It is understood and agreed by and between the parties that breach of this covenant may be regarded as a material breach of this contract.

(3) All persons employed by Contractor during the term of this contract who are assigned to perform any of the services to Hillsdale as are contemplated herein shall be properly trained in concrete/asphalt crushing and screening and shall be properly supervised by the Contractor to assure that their work is performed in a professional and workmanlike manner.

(4) All work performed under this contract by Contractor shall be performed with minimal disturbance to or interference with the general public and/or the use and enjoyment of public and private property in the area.

C. Insurance and Indemnity

(1) Contractor shall carry public liability and property damage insurance with limits of liability of not less than Five Hundred Thousand and 00/100 (\$500,000.00) Dollars, with Hillsdale designated therein as a named insured; and provide proof thereof to Hillsdale prior to the commencement of any work under this contract.

(2) Contractor shall carry and provide all workers compensation insurance coverage for its employees as is required by the laws of the State of Michigan and provide proof thereof to Hillsdale prior to the commencement of any work under this contract.

(3) Contractor further agrees to and shall defend, indemnify and hold Hillsdale harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses, as a result of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature which are or are claimed to be a proximate result of the negligence, gross negligence or intentional acts or omissions of the Contractor, its agents, servants and/or employees, or any other person, or which otherwise arise or are claimed to have arisen out of the use of any equipment or the performance of any work under this contract by or at the direction of Contractor, its agents, servants and/or employees, or any other person, whether or not such damages or injuries, including death, are caused in part by the negligence of Hillsdale, its employees, agents, servants, or representatives; provided, however, that Contractor shall not be obligated to indemnify Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence of Hillsdale.

D. Payment

(1) Hillsdale agrees to and shall pay Contractor for its services under this contract, subject to and dependent on Contractor's compliance with and fulfillment of all of its covenants and promises to Hillsdale hereunder, the total contract price of \$ _____ Dollars, which the parties agree includes all Michigan sales and use taxes currently imposed by legislative enactment and as administered by the Michigan Department of Revenue each of which such taxes Contractor shall pay when and as due and from which Contractor shall defend, indemnify, and hold Hillsdale harmless.

(2) Upon receipt Hillsdale Department of Public Services staff shall inspect the work and, if determined to be satisfactory, shall authorize payment of the invoice in the ordinary course of business.

E. Independent Contractor

(1) It is further agreed and acknowledged by the parties that Contractor is an independent contractor and that neither it nor any of its employees, agents, servants or representatives are employees of Hillsdale.

(2) It is further agreed that Contractor is solely responsible for the management, direction, scheduling, oversight, discipline, training and compensation of its employees and the work they perform, as well as for the provision of all tools, equipment and supplies required to fulfill the Contractor obligations under this contract.

F. Entire Agreement

(1) This contract, together with the bid specifications and bidding instructions, and bid submitted by Contractor, constitutes the entire agreement between the parties and supersedes and merges all prior representations into its terms.

(2) The parties acknowledge that there are no other representations, inducements, promises or agreements between them, whether oral or written.

(3) In case of conflict between this contract and the bid specifications, bidding instructions and/or concrete/asphalt crushing and screening bid submitted by Contractor or any other claimed agreement, representation, inducement, promise or agreement, the terms and provisions of this contract shall control and be binding upon the parties.

(4) Contractor acknowledges and agrees that all documents that it has provided or hereafter provides to Hillsdale in connection with or regarding its bid, this contract, its performance and compensation are subject to disclosure under the Freedom of Information Act and Contractor hereby expressly consents to the City's reproduction and release of such documents, in whole or in part, in response to a Freedom of Information Act request.

G. Termination

(1) Hillsdale may terminate this contract without further obligation or liability to Contractor at its option and without prejudice to any other remedies to which it might be entitled, whether in law, in equity, under this contract, or otherwise, by giving written notice of termination to Contractor if the latter should:

- (a) be adjudged bankrupt;
- (b) become insolvent or have a receiver of its assets appointed;
- (c) make a general assignment for the benefit of creditors;
- (d) default in the performance of any obligation under this contract;
- (e) breach any covenant under this contract;
- (f) institute or suffer to be instituted any procedures for reorganization of its affairs;
- (g) fail to perform any of its obligations to Hillsdale under this contract to Hillsdale's satisfaction.

Notice of termination pursuant to the forgoing provisions shall be provided to Contractor in writing and shall be delivered by ordinary first class mail or personal service.

If Contractor fails to complete this contract within the specified time or due to any of the reasons listed above and Hillsdale terminates the contract and retains a new contractor to complete the work that this contract contemplates, Contractor shall be liable to and shall reimburse Hillsdale for the difference in the price between the newly acquired contractor's bid price and the Contractor bid price.

IN WITNESS WHEREOF the parties have set their hands and seals this ____ day of October, 2017.

Signed in the presence of:

CONTRACTOR

By _____

Signed in the presence of:

CITY OF HILLSDALE

By _____
 Scott Sessions, Its Mayor

By _____
 Stephen French, Its Clerk



City of Hillsdale Agenda Item Summary

MEETING DATE: September 18, 2017
AGENDA ITEM: New Business
SUBJECT: New City Website Design

BACKGROUND: Stephen M. French, City Clerk

City staff recently requested bids for the total redesign of the city's website. The current website is not user-friendly, is very cumbersome for city staff to update, and requires a third-party vendor to make most changes to the site. In addition, the site is written using a proprietary software package ("Umbraco") that is outdated and very rarely used in creating modern websites.

The city received a total of 11 bids for the project, ranging in initial costs from \$3,995 to \$67,500, with additional costs for annual hosting, training, and other specialty add-ons. A group of five city staff members reviewed each of the quotes and has recommended City Council approve the bid from Municode and Aha Consulting for this project at a cost of \$12,000 with an annual hosting, customer service, and maintenance costs of \$2,800. The city current contracts with Municode for codification services for the City's Code of Ordinances and the hosting of the ordinances on the Internet. Municode has always provided excellent service to the city and staff recommends that the city add the website redevelopment contract with our current contract obligations.

City staff thoroughly reviewed the responses that were less expensive than the recommended bid. However, staff felt the additional products and support offered by Municode were necessary for the city to move forward and improve our current site. Municode offered a more reliable customer service center and will allow the city's website to be presented in different formats, including mobile and computer-tablet interfaces.

The website redesign will affect all city offices and current sites, with the exception of the municipal library. This contract will build a new website for all of City Hall, the BPU, Dial-a-Ride, Public Services, Housing Commission, Police & Fire Departments, Hillsdale Municipal Airport, and Economic Development. Costs for this project will be shared with the BPU, as their website will be incorporated into the city's new site.

RECOMMENDATION

City staff recommends Council approve the bid from Municode and Aha Consulting for the redesign of the city's website at a cost of \$12,000, with an annual hosting, customer service, and maintenance costs of \$2,800.

City of Hillsdale

Website Quotes - August 2017

<u>Company</u>	<u>Representative</u>	<u>Initial Cost</u>	<u>Annual Cost</u>
Shumaker Group	Kyle Shumaker	\$3,995	\$360
Zane Miller	Hillsdale College	\$4,800	\$500
Vision Internet	David Luong	\$9,500	\$6,000
Municode	Gregg Higgins	\$12,000	\$2,800
Civic Live	Alexi Tachev	\$15,300	\$4,600
Bart Hawley	JTV	\$15,600	\$2,400
Blue Fire Media	David Shires	\$16,400	\$2,400
Civic Plus	Candice Bender	\$17,918	\$3,000
Revize	Thomas Jean	\$19,800	\$3,000
Advance 360	Jim Bond	\$55,000	\$12,000
Digital Active	Eric Signs	\$67,500	\$4,200

Response to RFP for Website Redesign

for Hillsdale, Michigan

Exhibit A



A **municode** COMPANY

Vendor information

FEI: 26-2674611
Address: PO Box 2235 Tallahassee, FL 32316
Email: ghuggins@municode.com
Phone: 901-574-0158

LETTER OF INTEREST

August 7, 2017

City of Hillsdale
97 North Broad Street
Hillsdale, MI 49242

Dear Website Selection Team:

Thank you for the opportunity to present Hillsdale with our response to your RFP for website redesign services. It is our goal to deliver a mobile-friendly website that is professional, easy-to-use, and easy-to-maintain.


Our team has developed a portfolio of online services that are tailored for local government agencies. We have worked with cities, towns, villages, counties and other local government agencies for over sixty-five years continually striving to make your job easier. When it comes to posting content on the web, our solution is simple and straight-forward.

Our websites make it easier for your community to find content by providing multiple navigation paths to each page. Our designs reinforce self-service to enable 24x7 online access to your organization's services.

We create your website using Drupal, an industry-leading content management system. Since Drupal is open-source, your website is truly yours unlike those of many other government redesign companies that use their own proprietary software.

We are thrilled at the opportunity to partner with Hillsdale on such an important initiative.

Sincerely,



Brian Gilday
President

CONTENTS

- Executive Summary 1
- Qualifications 2
- Project Team 3
- References and Design Examples..... 4
- Website Features..... 7
- Our Response to your RFP Scope of Services (Pages 6-8) 9
- Project Timeline and Approach 14
- Project Costs..... 19
- Payment Schedule 19

EXECUTIVE SUMMARY

This proposal outlines our plan-of-attack to provide Hillsdale, Virginia a professional and mobile-friendly web presence according to the requirements outlined in your RFP. On the pages that follow, we provide specific details regarding our professional team, our best-in-class municipal website CMS features, and our proposed approach.

Goals

We read your RFP requirements in detail to ensure we understand your goals and priorities. It is our intention to deliver a website that meets and exceeds those goals. Specifically, we will ensure that your new web presence achieves the following:

- ☑ Enhanced user experience, accessibility, and simplified content management
- ☑ Improved City branding, electronic workflow, navigation, and mobile-responsiveness
- ☑ Enriched design that accurately reflects residents and local businesses
- ☑ A replication of the values and character of your City both visually and informationally
- ☑ A dynamic style guide that allows the look and feel of the website to be updated

Why Us?

We are committed to continuing that relationship by providing a web solution that we believe offers the best combination of professional design, simplicity for citizens, and simplicity for staff. A few of the specific features offered in our solution that stand out against our peers include:

- ☑ **Best-in-class search engine** - file attachment indexing, advanced filters by department/date, and integration with your online code of ordinances.
- ☑ **Unique citizen ease-of-use features** – staff create a page once, and it auto-populates in multiple site locations – we look forward to providing a demonstration of this industry-leading feature.
- ☑ **Robust Meeting Management** – simplified interface for creating meetings, attaching meeting files, and integrating with a master calendar.
- ☑ **Open source solution** – our solution is based on the industry-leading Drupal open source CMS. It is non-proprietary. You truly own the code.
- ☑ **Commitment to customer service** – we will be here with you for the long haul to provide first-rate support via the phone, email, and web teleconference. We are committed to strengthening our partnership with you.

QUALIFICATIONS

Company Profile

Municode's mission is to connect public sector organizations to their communities. Whether it's through custom website design, our online payment portal, the legal codification process, or our robust suite of online legislative search tools, our goal is to provide local government agencies products and solutions that promote transparency, efficiency and that enable them to more effectively serve their staff and their communities.

Municode has been in business for over sixty-five years and partners with more than 4,200 government agencies across all fifty states. Municode is a privately-owned Corporation and is financially sound with no debt. Our leadership is focused on improving Municode through investments in people and technology. Our culture is conducive to the longevity of our employees. This makes for an experienced, stable workforce with which our clients can establish a long-term partnership.

Aha Consulting, Municode's website division, was founded in 2008 with a focus on improving a municipality's image and profile, providing

simple-to-use online tools for self-service, and allowing non-technical staff to easily post information on the web. Our "keep it simple" and "attention to detail" priorities have proven extremely successful, and we have quickly gained the confidence of municipalities across the country. We have retained that trust and confidence by placing extra emphasis on superior customer support. We listen to your concerns.

It is no coincidence that cities, towns, and other local government agencies across the country are increasingly switching from other well-known municipal website providers to Municode. It is also no coincidence that we have an industry leading 99% customer retention rate. We truly value our customers who place their trust and confidence in us. We are committed to dealing with each customer honestly and from a place of integrity. We work daily to earn and keep your trust.



4,200

Municipal Clients

66 Years

Serving Municipalities

180 Million

Citizens using our solutions

PROJECT TEAM

We have a highly-skilled team with a customer service focus.



Brian - Project Sponsor

Brian is an information technology expert, former U.S. Naval Officer, and former Big 5 consultant with Deloitte Consulting. He holds a BS in Computer Science with distinction from the United States Naval Academy (Annapolis, MD) and an MS in CIS from Boston University. Brian has also served as an Associate Professor at MIT and Boston University.



Dave - Project Management / User Experience

Dave has a Bachelor of Arts degree in Communications from California State University. In addition to project and design leadership, Dave will participate in various analytical, site configuration, content migration, and training activities.



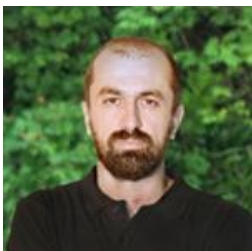
Mary Joy – Project Management / User Experience

Mary Joy has that unique ability to put technical concepts into easy-to-understand terms with clients such as Dunkin Donuts, Gillette, Fidelity, and Osram Sylvania. A Bentley graduate with a Bachelor of Science in CIS, Mary Joy leads our customer support efforts and content migration.



Paul – Development / Systems Architecture / QA

Paul has been working on software systems for years and is a strong member of our team. We will turn to Paul for any custom development work that might be required. In addition, Paul has many years of experience in quality assurance testing, so he will be acting as Municode’s lead tester for the engagement.



Drago - Graphic Design

Drago's work speaks for itself. He has the unique ability to capture the essence of your branding and communication requirements and transform them to stunning web designs.

REFERENCES AND DESIGN EXAMPLES

Custom Designs

There is a reason why we have loyal customers! It is because we have a great solution, we take care of our customers, and we are committed to working with you for the long haul. When you pick up the phone and call us, we answer! When you email, we respond quickly – usually within 30 minutes. When you need us, we will be there for you. **But don't take our word for it, ask our clients.**

Holland Michigan

<http://www.cityofholland.com>

Population: 33,051

Matt VanDyken, Technology Coordinator

616-355-1396

m.vandyken@cityofholland.com



Elkhorn Wisconsin

<http://www.cityofelkhorn.org>

Population: 10,084

Cairie Virrueta, City Clerk

262-723-2219

cvirrueta@cityofelkhorn.org



Milwaukie Oregon

<http://www.milwaukieoregon.gov>

Population: 20,291

Launch: 2017

Hannah Wells, Webmaster

503-786-7545

wellsh@milwaukieoregon.gov



Platteville Wisconsin

<http://www.platteville.org>

Population: 11,224

Jodie Richards,

608-348-9741 x2257

richardsjo@platteville.org



Sauk County Wisconsin

<https://www.co.sauk.wi.us>

Population: 61,976

Steve Pate, IT Director

608-355-3542

steve.pate@saukcountywi.gov



Estacada Oregon

<http://www.cityofestacada.org>

Population: 2,695

Matt Lorenzen, Economic Development Manager

503-630-8275 x206

lorenzen@cityofestacada.org



White Bear Lake Minnesota

<http://www.whitebearlake.org>

Population: 23,769

Kara Coustry, City Clerk

651-429-8508

kcoustry@whitebearlake.org



Woodstock Illinois

<http://www.woodstockil.gov>

Population: 20,151

Dan McElmeel, IT Manager

815-321-4490

dmcelmeel@woodstockil.gov



Specialty Sub-Site Graphic Designs

We also offer the option of having graphic designs for sub-sites that require specialized branding. We call these 'specialty sub-sites'. We leverage your main CMS and database, which allows us to offer these sub-sites with the same functionality as your main site yet with a completely different look and feel.

Economic Development

www.choosewoodstock.com
<https://www.fluvannacounty.org/ced>



Parks & Recreation

www.cprdnewberg.org
www.cityofvancouver.us/parksrec



Festivals

www.wintermusicfestival.org



Libraries

www.woodstockpubliclibrary.org



Police and Fire

www.mvfpd.org
www.quincypd.org
www.co.benton.or.us/sheriff



Event Centers / Cultural Centers

www.eventcenter.org
www.woodstockoperahouse.com
www.sherwoodcenterforhearts.org



Golf Courses

www.meadowlakesgc.com



Tourism

www.gofruita.com



WEBSITE FEATURES

Municode WEB was designed for local governments by experts in local government. It utilizes Drupal, an open source platform that powers millions of websites and is supported by an active, diverse, and global community. We are the Drupal experts for local government!

Key Base Features

- ★ Responsive Mobile Friendly Design
- ★ Simple Page Editor
- ★ Best-in-Class Search Engine
- ★ ADA/Section 508 Compliance
- ★ Social Media Integration
- ★ Unlimited Online Fillable Forms
- ★ Emergency Alerts
- ★ Meeting Agendas/Minutes/Videos
- ★ Event Calendar
- ★ Page Versioning / Audit Trail

Additional Base Features

- Web Page Categories - create a page once, have it show up in multiple places
- Department Micro-sites (sites-within-a-site)
- Rotating Banners and Headline Articles
- Online Job Postings
- Online Bid/RFP Postings
- Photo Album Slideshows
- Google Maps Integration
- Resource/Document Center
- Image auto-scaling and resizing
- Site Metrics (Google Analytics)
- Content Scheduling (Publish Today, Unpublish Tomorrow)
- Unlimited User logins
- Unlimited Content
- Word-like WYSIWYG Editor
- Online Payments
- Parks and Trails Directory
- Projects Directory
- Latest News / Press Releases
- Anti-spam controls
- Email Harvesting Protection
- Broken Link Finder
- Dynamic Sitemap
- Support for Windows, Mac, Linux
- Video integration (YouTube, Vimeo, etc.)
- Client owns rights to all data
- Organization/Staff Directory
- Frequently Asked Questions (FAQs)
- Ordinances and Resolutions
- Google Translate
- Share This Button (Facebook/Twitter)
- Secure Pages / SSL
- Printer Friendly Pages
- RSS Feeds Inbound/Outbound
- Email Subscriptions / Notifications
- Property Locator (Commercial/Industrial)

Optional Features

- Business Directory
- Specialty sub-site graphic designs
- Design refresh every 4 years
- Custom development

Online Payments (Municode PAY)

Municode PAY is a highly flexible and comprehensive electronic payment solution that lets you collect and process payments from multiple types and channels – quickly and efficiently. Once deployed within your organization, you will be able to accept payment via the web or through your own customer service agents.

Easy for your community to use

Provide your residents and business owners the payment options that empower them to pay you anytime, anywhere, the way that makes the most sense for them.

- Online quick pay option
- Mobile payments & alerts
- Choose from multiple funding sources: Credit Card, Debit Card, Electronic Check

Easy for you to manage

Your staff will have 24/7 access to the industry's most comprehensive administrative portal to provide customer support before, during and after payment processing, as well as reporting and other tools for overall payment management.

- Schedule or cancel payments on citizen's behalf
- Capture and process payments in real-time or batch modes
- Flexible settlement and reconciliation options tailored to your needs
- Complete accounting and settlement functions that integrate with finance and general ledger systems
- Role and privilege based security rights to manage staff from multiple departments one platform
- Streamline financial processes including collection, payment & settlement
- Comprehensive reporting reports exportable in multiple formats (HTML, PDF, CSV and Excel)

Flexible Pricing Model

We will work with you to find the right pricing model for your needs. Whether it is a similar citizen convenience fee model like the one you are utilizing today or a more aggressive municipal fee model to drive electronic payment adoption. For this proposal, we have included both the customer convenience fee model and municipal absorbed fee model for you to compare.

Total Fee = Transaction Fees + Annual Service Fee

Transaction Fees

- a) Municipal Absorbed Fee Model: \$0.80 + merchant processing fees OR
- b) Citizen Convenience Fee Model: TBD - depends on type of payments

Annual Service Fee only applies if < 365 transactions per year (1 per day average)

- a) \geq 365 transactions per year - annual service fee waived
- b) $<$ 365 transactions per year - \$400

OUR RESPONSE TO YOUR RFP SCOPE OF SERVICES (PAGES 6-8)

Please find answers to your specific RFP requirements below.

3 (A) 1 Project Goals – Page 6

Short Term Goals

Improve the tools that support updating the website i.e.; Content Management System (CMS)

Our editing solution is among the most user-friendly in the industry, and we lock down the style options that a typical staff member can modify to provide a consistent, template-based page display.

We provide two options for pages – standard pages and custom pages. Standard pages are template-driven to ensure a consistent look across all pages. Staff only receive the ability to create standard pages by default.

We also offer an “Advanced Editor” role that allows users with that role to create custom HTML pages.

Our solution includes fine-grained role-based permissions for content authoring as well as webmaster administrative controls.

Improve the information architecture that supports easy navigation of the site to key City services

We use multiple techniques to improve the site’s information architecture and make content easy to find on your website.

- High-level sitemap: with you on a high-level sitemap that is targeted by user type
- Detailed sitemap: our solution auto-updates your detailed sitemap as navigational links change over time
- Create a page once, have it displayed in multiple location - we implement an industry-leading capability that allows a page to be created once but automatically displayed in multiple locations on the website.
- Menus
 - In addition to a main organizational mega menu, each department, board, and committee would have its own microsite or site-within-a-site. This includes a home page, sub-menu, sub-calendars, and much more.
 - Everything is role-based, so departmental staff will only have access to their respective department sub-menus.
 - Our advance menu solution allows you to move an entire sub-section of your menu tree to a different section of a menu. The child links properly stay connected to a parent link should the parent link be moved.
 - Our solution also provides the capability to create links within any page, and we have multiple options for the way in which those links are created. Examples include:
 - Add links within department sub-menus
 - Add links within the body text of a page
 - Add links using a “Related Links” section of each page
- Search: we have the leading search engine in the industry and look forward to providing a demonstration

Redesign the website with a new look and feel supporting the branding efforts of the City and reflecting the diverse make up and vision of the residents and businesses of the community.

We will conduct a design meeting with a client-defined web advisory team. This design meeting will you to provide input regarding the overall design of the new website, including the site branding as well as high-level site navigation. This team will act as the initial review team for website design concepts. In addition, this team will act as the final review team for the website before it is approved for go-live.

We will complete home page design concepts for the Home Page and inner pages. These design concepts will incorporate all the graphical elements as well as the high-level sitemap. You will select a winning concept after going through a series of iterative design revision meetings. We allow for a total of 6 revisions.

We will also provide an online style guide that articulates website styles. The style guide will be controlled based on the site's CSS files. This provides the advantage of having the style guide auto-update should the City decide to make future changes to fonts, font sizing, header styles, etcetera)

Utilize modern responsive development techniques to ensure the site performs well across a variety of mobile devices

Our solution implements several performance enhancement techniques including page caching and images scaling/resizing to increase performance. We also implement additional techniques to reduce the page size for mobile devices.

For websites that we host, we also implement an additional "Varnish" caching layer to provide an extra level of performance improvement.

Long Term Goals

Improve the timeliness of content published to the website

Staff with appropriate permissions can published content immediately using a standard web browser.

Promote the professional brand of the City / Reflect the values and character of the City both visually and informationally

We create a truly custom design that is reflective of the city's brand and strategic communication objectives

Enable updating the look and feel of the website on an as-needed basis

Staff can create custom pages with unique videos and images. In addition, our solution allows for the graphic re-design of the sites 'skin' or 'theme' while maintaining existing site content – thus eliminating the need for a complete ground-up redesign.

3 (A) 2 Project Objectives – Page 6

Implement electronic workflow for all proposed web postings for approval and promotion.

Our role-based permission system allows for the ability to have content ‘authors’ and content ‘approvers’. Approvers can update and publish content immediately, while content authors can make draft updates that require an ‘approver’ to approve and publish.

Redesign the look and feel of the website

We will conduct a design meeting with a client-defined web advisory team. This design meeting will you to provide input regarding the overall design of the new website, including the site branding as well as high-level site navigation. This team will act as the initial review team for website design concepts. In addition, this team will act as the final review team for the website before it is approved for go-live.

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Provide a site that is accessible for individuals with disabilities

We take accessibility, the ADA, and Section 508 very seriously. Our solution includes several built-in 508/ADA compliance features such as hidden links to tab to the main content area and requiring alt text on images. In addition, we ensure your website passes WCAG 2.0 (Level AA) as part of our testing process.

3 (A) 3 Scope of Work – Page 6

A. The Vendor(s) will be responsible for the following:

Redesign the City website look and feel that will support the City’s brand, as well as the marketing needs of specific departments/services.

- Provide a project plan for the design phase of the website replacement project.
Please see our project approach later in this document.
- New website content information architecture that supports easy navigation with mobile and tablet browsers using “responsive website design”. This is to provide an optimal viewing experience with a minimum of resizing, panning or scrolling across a wide range of devices.
We will implement a custom, mobile-friendly website design using the latest responsive design techniques.

Determine a consistent look and feel for the website, including color schemes, graphic elements, and navigation tools that provide straightforward navigation within a unifying graphic theme as well as flexibility for the branding of different City departments/services. The look and feel should be consistent with the City’s current branding initiative.

Our unified design process allows for a consistent uniform design across all pages, while at the same time providing the flexibility you need for specific departments and groups.

Each microsite (department/board/committee) can control its own homepage, its own sub-menu, sub-calendar, contact info, etc. The header and global navigation will stay intact on every page, but the main content area will be customizable.

Should you wish to have exceptions to the rule, we do provide the option of designing and implementing a separate 'specialty sub-site graphic design' for special sites that might require a unique look, feel, and navigation.

- Provide design mock ups of primary website sections.
Yes, we provide multiple iterations of design concept mockups for you to review and approve prior to moving forward with implementation.

Apply website redesign mockups to website CMS software implementation to enable information ready website.

- Provide a website CMS software implementation project plan. This can be integrated with the overall project plan.
Please see the "Project Timeline and Approach" section of this RFP response.
- Host options or provide third party hosting options for the CMS software and new website.
Please see the "Hosting and Support" section of this RFP response.
- Website must display correctly in all major browsers including, but not limited to, Internet Explorer, Firefox, Chrome, and Safari.
*We ensure that your website will work on any browser version that represents **0.5% or more usage per the latest W3C browser stats** <http://www.w3schools.com/browsers>. For example, based on April 2017 stats we commit to supporting Opera version O43, Safari S9-S10, Firefox FF51-FF53, IE11, Edge 14, and Chrome C53-C58.*
- Website CMS training for site administrators and content contributors.
Yes. Please see the project approach section of this RFP response for training details.

B. The successful Vendor will deliver the following:

The Vendor shall provide a minimum of three (3) designs of the proposed website that are developed during this project.

Yes – will allow for a total of 6 design concepts/revisions.

The Vendor will work with the City's design team to determine a new website content information architecture navigation framework to support easy navigation to key City services.

Yes – as described in our earlier responses regarding information architecture.

The Vendor shall provide a comprehensive CMS solution. The CMS software proposed shall be in use in a wide variety of industries and shall not be a beta, release candidate or other early adopter technology.

Our solution is built on Drupal software that has the confidence of millions of websites in both the private sector and public sector, including whitehouse.gov, the City of Boston and the City of Los Angeles. We consistently win municipal website work when our solution is compared head-to-head against our competitors' solutions due to our combination of doing these 3 things very well (a)professional design, easy for citizens, easy for staff)

The Vendor shall assist in migrating information to the new website.

Yes – our content migration process is outlined in the project approach section of this RFP and further clarified in the pricing section.

The Vendor shall assist in addressing any URL name changes and /or URL naming conventions.

You have an unlimited ability to provide such friendly URLs with redirect functionality. It can be accomplished directly from our browser-based interface.

The website shall be hosted by the vendor or the vendor shall assist the City in securing a third-party hosting service.

Yes, please see our section regarding Hosting and Support.

The website should hook into Google Analytics and utilize Google Webmaster Tools.

Yes, for both.

3 (A) 4 Website Content Management Software – Page 8

Our solution meets all the CMS requirements listed in your RFP. Please see our feature list in this response for a full list.

3(A)4.3 Site Look and Feel

Site must display correctly in all major browsers.

*We ensure that your website will work on any browser version that represents **0.5% or more usage** per the latest W3C browser stats <http://www.w3schools.com/browsers>.*

For example, based on April 2017 stats we commit to supporting Opera version O43, Safari S9-S10, Firefox FF51-FF53, IE11, Edge 14, and Chrome C53-C58.

Site themes and/or style sheets that maintain common look and feel throughout website.

We will provide an online style guide that articulates website styles. The style guide is controlled based on the site's CSS files. This provides the advantage of having the style guide auto-update should the City decide to make future changes to fonts, font sizing, header styles, etcetera)

Department / Service Marketability – ability to apply customized look and feel within different departments/services while maintaining global navigation and website common look and feel.

Our unified design process allows for a consistent uniform design across all pages, while at the same time providing the flexibility you need for specific departments and groups.

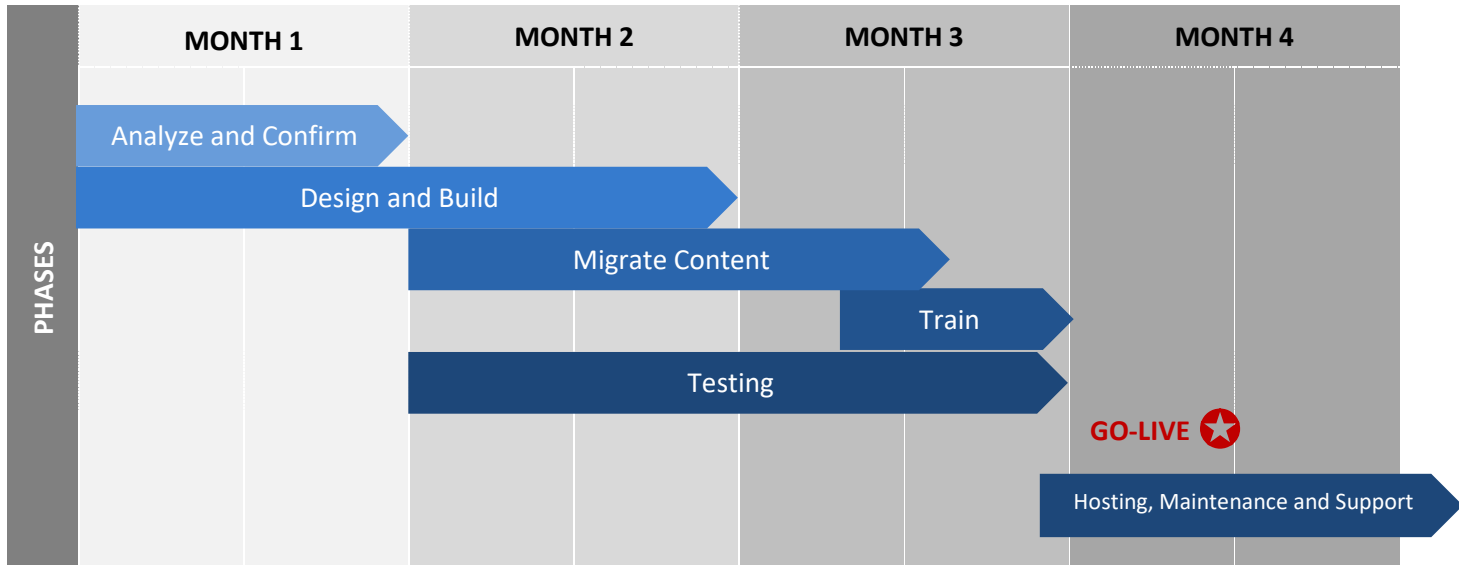
Each microsite (department/board/committee) can control its own homepage, its own sub-menu, sub-calendar, contact info, etc. The header and global navigation will stay intact on every page, but the main content area will be customizable.

Should you wish to have exceptions to the rule, we do provide the option of designing and implementing a separate 'specialty sub-site graphic design' for special sites that might require a unique look, feel, and navigation.

PROJECT TIMELINE AND APPROACH

The typical project takes from three to six months. The high-level timeline below is an approximation. We will finalize the schedule once we meet with you:

Project Timeline Sample



Client Responsibilities

The client's responsibility and the key to a smooth on-time deployment is providing the initial information and approving proofs quickly.

- ☑ The Client will make available to Municode relevant images, photos, logos, colors, and other branding material as well as an inventory of existing applications, websites, and content at the start of this effort. The Client will create new content copy as needed.
- ☑ The Client will assign a single point of contact for Municode to interact with that will be responsible for coordinating the schedules of other project stakeholders.
- ☑ The Client will review any deliverables requiring formal approval within 5 business days and return all comments/issues at or before those 5 days have elapsed.
- ☑ The Client will assign one person who will act as the "ultimate decision maker" in the case where consensus among the team cannot be reached.
- ☑ The Client must agree to applicable terms of services for Google related services such as Google Analytics and Google Maps to access those features. Municode is not responsible for Google's decisions related to discontinuing services or changing current APIs.

Project Phase Descriptions

Phase 1: Analyze and Confirm Requirements

Website Assessment:

Municode will complete an analysis of your current website(s) to assess the existing navigation, features/functions, and quality of content.

Organizational Overview Inventory/Survey:

Municode will provide an organizational overview document for you to complete as part of this assessment.

Website Design Meeting:

Municode will conduct a design meeting with a client-defined web advisory team. We recommend the advisory team be limited to a maximum of 6 members. This design meeting will allow the website advisory team to provide input regarding the overall design of the new website, including the site branding as well as high-level site navigation. This team will act as the initial review team for website design concepts. In addition, this team will act as the final review team for the website before it is approved for go-live.

Deliverables

- ⦿ Summary assessment sheet
- ⦿ Organization Survey
- ⦿ Website design specification sheet (graphic design and information / navigation design)

Phase 2: Design and Build phase

Design Concept Creation and Approval (Custom Designs):

Municode will complete home page design concepts for the Home Page and inner pages. These design concepts will incorporate all the graphical elements as well as the high-level sitemap. You will select a winning concept after going through a series of iterative design revision meetings. We allow for a total of 6 revisions.

Website Setup, Configure, and Customization:

Municode will create a fully functional website that includes the functional elements described in this proposal. As part of the website setup, Municode will finalize any remaining elements to the approved design and navigation.

Deliverables

- ⦿ Design concepts
- ⦿ Finalized design (Photoshop PSD)
- ⦿ Functional beta website with approved design
- ⦿ Content migration

Phase 3: Migrate Content

Content Finalization and Departmental Acceptance

Municode migrates initial content and your trained staff finalizes prior to go-live. See pricing section for specific number of included pages.

Meeting Agendas and Minutes: Client completes an excel template with information regarding each meeting plus corresponding files. Municode will then auto-import that content. Files must be provided with a standard naming convention to allow for auto parsing of date. (i.e. minutes_061516.pdf, etc.)

Standard Web Pages: A standard web page is defined as a page that contains a title, body text, and up to a total of 5 links, file attachments, or images. If you require migration of more complex pages, we can provide a custom quote.

Directory pages (Staff Directory, Projects, Commercial/Industrial Properties, Business Directory, Ordinances/Resolutions): Client completes manually or may request a custom quote. For custom quotes, client completes an excel template with directory data and Municode auto-imports directory content.

Deliverables

- ⦿ Content creation and migration
- ⦿ Departmental content 'signoff'

Phase 4: Staff Training

Staff Training

Throughout the development and after launch, our customers have access to training, resources and educational opportunities that help them thrive. Our initial training is offered to administrators and content contributors.

Deliverables

- ⦿ On-site (if applicable)
- ⦿ Web teleconference
- ⦿ Videos and User guides

Phase 5: Testing

Municode Functional Testing

Municode will perform a series of tests across multiple browser and operating system versions to confirm site functionality. Test will confirm proper functionality of all features documented in this proposal.

Acceptance Testing

Staff will review the website for completeness. Municode will have completed functional testing and cross-browser compatibility testing.

Deliverables

- ⦿ Completing Testing Checklists
- ⦿ Site acceptance by client

Go Live ★

Go-Live

We will work with you to make the appropriate 'A' Record DNS entry changes to begin the process of propagating the new production web server IP address.

Deliverables

- ⦿ Accepted Final Live Website

Hosting, Maintenance and Customer Support

We provide first-class hosting services in a high-availability, secure data center. Our solution is quite secure, and we take cyber security seriously. Your website will be secure from multiple perspectives:

■ Data Center

We host your website in a secure data center with a high-availability network architecture that provides an up-time networking service level of 99.999%. The data center is manned 24x7x365. The data center hosts federal, state, and local government websites that require the highest security standards including Fed RAMP, FISMA, PCI, HIPAA, and SSAE 16. Your website is maintained using firewalls, load balancers, multiple web application servers, and a database server with master-master replication. We apply security updates to the entire web server stack on a regular basis.

⚡ Data transmission

Our data center relies on several backup ISPs, including: Telia, PCCW, GTT, Zayo, and Yellow Fiber. We guarantee up to 1 Terabyte of data transfer per month.

♥ Redundant high-availability failover (optional):

We have the capability of providing premium hosting service levels by offering a mirrored copy of your site on a separate infrastructure and time zone. We would need to talk through the required service levels and bandwidth to provide pricing for this item.

🔒 Web CMS software security

We apply security updates to your Drupal-based CMS whenever updates are posted. Your website is built on Drupal software that has the confidence of millions of websites in both the private sector and public sector, including whitehouse.gov, the City of Boston and the City of Los Angeles. Several built-in security mechanisms are in place to prevent cross-site scripting attacks.

🔒 Web transmission security

Your website will be secured with SSL to encrypt transmission of data. We will SSL-enable every page on your website for maximum security.

🔒 User authentication security

Our solution is configured with granular role-based permissions, and each user is required to login with a unique user id and password. We also offer a two-factor authentication option using Google Authenticate if that should be something you are interested in pursuing.

■ Data Backup

We back up your data in multiple time zones. We backup daily, weekly, monthly, and up to 7 years of annual data backups.

🏆 Guaranteed Uptime

Municode will guarantee web server uptime of 99.99%. In the event this service level is not met within a given month, you will receive a credit for that month's service.

Maintenance and Customer Support

24x7 Customer support:

We will provide you contact numbers to reach us 24x7x365 for catastrophic site issues. We will also be available from Monday to Friday 8AM-8PM EST via email and phone to handle routine website operation questions from staff.

Security upgrades:

Municode will apply security upgrades to your solution's core and contributed modules as they are published by drupal.org ensuring that your website stays secure. Municode will perform security upgrades and other web server and website optimizations during off-hours, typically between the hours of 12-3AM PST, if such work requires taking the website off-line. We will provide at least 14 days' notice for any non-emergency maintenance that requires down-time.

Site Monitoring and Site Recovery:

Municode will install auto-monitoring software routines that continually monitor website performance and instantly alert us when problems occur. We will act as soon as possible and no later than two hours after problems are detected.

Free feature upgrades:

As we update our base Municode features, you receive those upgrades for FREE.

PROJECT COSTS

<p>Design, Development, and Implementation Phase</p> <ul style="list-style-type: none"> Fully functional Municode CMS with all base features Responsive mobile-friendly website with custom design Content migration; up to 500 pages and 5 years meeting minutes Training: on-site, web teleconference, video, user guides On-site visits: 1 day on-site for training 	\$12,000
<p>Annual Hosting, Maintenance, and Customer Support</p> <ul style="list-style-type: none"> 80GB disk space and up to 1 terabyte data transfer per month 99.9% up-time guarantee, telephone support 8AM-8PM Eastern Email support with one-hour response time during working hours Emergency 24x7 support Up to 3 hours' webinar refresher trainings per year Includes email subscriptions/notifications, projects directory, parks directory, and property locator (commercial/industrial properties) 	\$2,800/ year

Additional Website Options

<input type="checkbox"/> Business Directory	\$200 per year
<input type="checkbox"/> Specialty sub-site graphic designs	\$3500 + \$600 per year (per design)
<input type="checkbox"/> Site graphic redesign every 4th year	\$600 per year (per design)
<input type="checkbox"/> Additional on-site visits (training, consultation, etc.)	\$1500 day 1, \$100 per day (days 2+)
<input type="checkbox"/> Custom Feature Development	\$125 per hour or fixed bid quote

PAYMENT SCHEDULE

Traditional Payment Schedule

<ul style="list-style-type: none"> Year 1 <ul style="list-style-type: none"> Sign contract – 50% of project costs Implement design and features – 50% project costs Conduct training (site moved to production / annual support begins) <p style="text-align: center;">Total</p>	<p>\$6,000</p> <p>\$6,000</p> <p>\$2,800</p> <p>\$14,800</p>
<ul style="list-style-type: none"> Years 2-5 <ul style="list-style-type: none"> Yr2 - \$2800, Yr3 - \$2800, Yr4 - \$2800, Yr5 - \$2940 	
<ul style="list-style-type: none"> Payment schedule will be adjusted accordingly based on selected optional features Years 6+ hosting and support increases in accordance with the prevailing consumer price index (CPI) 	

Interest Free Payment Schedule

- 2, 3, or 4-year interest-free payment plan available upon request