



City Council Agenda

December 21, 2020
7:00 p.m.

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

- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
 - A. Approval of Bills
 - 1. City and BPU Claims of November 25, 2020: \$366,709.72
 - 2. Payroll of November 26, 2020: \$194,714.90
 - B. City Council Minutes of December 7, 2020
 - C. 2021 Committee Meeting Dates
 - D. BPU Bill Printing Agreement
 - E. BPU 1,000,000 Gallon Composite 2020 Water Tower Painting Project
 - F. BPU Economic Development Partnership Annual Sponsorship
- VI. Communications/Petitions**
 - A. 2020 Retirement System Annual Report
- VII. Introduction and Adoption of Ordinances/Public Hearing**
 - A.
- VIII. Old Business**
 - A. Fayette Road Project- Verbal Update
 - B. 2020 Road Report Presentation
- IX. New Business**
 - A. Railroad ROW Discussion
 - B. Dial-A-Ride Mobility Management Third Party Contract
 - C. 2021 Reallocation of County GIS Fees
 - D. 2021 Guidelines for Poverty Exemption from Property Taxes
- X. Miscellaneous Reports**
 - A. Proclamations- None
 - B. (Re)Appointments- Cathy Kelemen- Election Commission
Amber Yoder- Election Commission
Jacob Parker- Election Commission
Penny Swan- Planning Commission
Ron Scholl- Planning Commission
 - C. Other- None

XI. General Public Comment

XII. City Manager's Report

XIII. Council Comment

XIV. Adjournment

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 11/13/2020 - 11/25/2020
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: APCK

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check <None>							
582-543.000-920.400	11/25/20	MICH GAS UTILITIES	NATURAL GAS UTILITY - METER CHARGE	3085770358	11/25/20	42.53	
						<u>42.53</u>	
Total For Check <None>						42.53	
Check 10							
101-172.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	14.44	10
101-172.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	38.47	10
101-173.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	14.44	10
101-173.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	28.85	10
101-174.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	7.22	10
101-174.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	8.00	10
101-209.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	28.88	10
101-209.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	47.26	10
101-215.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	14.44	10
101-215.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	16.53	10
101-219.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	28.88	10
101-219.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	52.65	10
101-295.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	14.44	10
101-295.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	16.49	10
101-301.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	216.60	10
101-301.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	319.85	10
101-336.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	57.76	10
101-336.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	80.67	10
101-400.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	21.66	10
101-400.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	27.23	10
101-441.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	28.88	10
101-441.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	46.02	10
101-447.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	14.44	10
101-447.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	38.47	10
208-751.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	14.44	10
208-751.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	23.46	10
271-790.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	9.39	10
271-790.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	24.04	10
582-175.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	2020894-BPU	11/25/20	173.28	10
582-175.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	2020894-BPU	11/25/20	322.07	10
588-588.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	57.76	10
588-588.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	63.85	10
590-175.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	2020894-BPU	11/25/20	86.64	10
590-175.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	2020894-BPU	11/25/20	141.90	10
591-175.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	2020894-BPU	11/25/20	57.76	10
591-175.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	2020894-BPU	11/25/20	96.70	10
640-444.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	28.88	10
640-444.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	37.72	10
699-441.000-715.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	101.08	10
699-441.000-721.000	11/25/20	SUN LIFE ASSURANCE COMPANY	INSURANCE CLIENT 020894	020894	11/25/20	128.97	10
Total For Check 10						<u>2,550.51</u>	
Check 100084							
591-544.000-801.000	11/25/20	ADRIAN COMMUNICATIONS	REMOVE AND INSTALL RADIO NEW SERVIC	141212	11/25/20	362.82	100084
Total For Check 100084						<u>362.82</u>	
Check 100085							
588-588.000-930.000	11/25/20	ADRIAN COMMUNICATIONS	REPLACED N CONN AND CHECKED ANTENNA	141213	11/25/20	259.45	100085

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 100085							
						Total For Check 100085	259.45
Check 100086							
588-588.000-930.000	11/25/20	ADRIAN COMMUNICATIONS	BUS 62 - STATIC AND CUTS OUT	141206	11/25/20	188.00	100086
						Total For Check 100086	188.00
Check 100087							
101-301.000-930.000	11/25/20	ADRIAN COMMUNICATIONS	BASE RADIO IN UNIT 2-1 CLEANED SPEA.	141209	11/25/20	188.00	100087
						Total For Check 100087	188.00
Check 100088							
591-545.000-801.000	11/25/20	ADT SECURITY SERVICES	WTP SECURITY SERVICES 12/1-2/28	810055588	11/25/20	167.43	100088
						Total For Check 100088	167.43
Check 100089							
582-175.000-726.007-CV	11/25/20	AMAZON CAPITAL SERVICES, INC	COVID-19 PPE & DISINFECTING SUPPLIE.	1QQ9-LYQF-YD77	11/25/20	449.85	100089
						Total For Check 100089	449.85
Check 100090							
101-175.000-726.007	11/25/20	AMAZON CAPITAL SERVICES, INC	DOCUMENT SCANNERS FOR REMOTE WORKER.	1KWX-9N3J-VCJF	11/25/20	564.30	100090
						Total For Check 100090	564.30
Check 100091							
582-175.000-726.007-CV	11/25/20	AMAZON CAPITAL SERVICES, INC	COVID 19 SUPPLIES	1FHL-T9X6-V1HX	11/25/20	182.73	100091
						Total For Check 100091	182.73
Check 100092							
582-544.000-726.800	11/25/20	AMERICAN COPPER AND BRASS, LLC	PVC ELBOW	520INV046190	11/25/20	28.66	100092
						Total For Check 100092	28.66
Check 100093							
582-544.000-930.000	11/25/20	AMERICAN COPPER AND BRASS, LLC	SUPPLIES	20INV044537	11/25/20	2.27	100093
						Total For Check 100093	2.27
Check 100094							
582-175.000-930.000	11/25/20	AMERICAN COPPER AND BRASS, LLC	HARDWARE	20INV043910	11/25/20	19.43	100094
582-544.000-730.000	11/25/20	AMERICAN COPPER AND BRASS, LLC	HARDWARE	20INV043910	11/25/20	13.19	100094
582-544.000-930.000	11/25/20	AMERICAN COPPER AND BRASS, LLC	HARDWARE	20INV043910	11/25/20	9.53	100094
590-546.000-930.000	11/25/20	AMERICAN COPPER AND BRASS, LLC	HARDWARE	20INV043910	11/25/20	0.28	100094
						Total For Check 100094	42.43
Check 100095							
591-543.000-930.000	11/25/20	AMERICAN COPPER AND BRASS, LLC	2P 25A CH BREAKER WELL 8	20INVO47486	11/25/20	22.23	100095
						Total For Check 100095	22.23
Check 100096							
588-588.000-930.000	11/25/20	AMERICAN COPPER AND BRASS, LLC	LED BULBS, CONNECTORS	20INVO46171	11/25/20	49.12	100096
						Total For Check 100096	49.12
Check 100097							
247-900.000-850.000	11/25/20	AUTO OWNERS INSURANCE	DAWN THEATER BLDG RISK INS	11.11.2020	11/25/20	7,393.00	100097
						Total For Check 100097	7,393.00
Check 100098							
247-900.000-801.005	11/25/20	AVI SYSTEMS, INC	DAWN THEATER REHABILITATION	88702862	11/25/20	3,500.00	100098

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 100098							
						<u>3,500.00</u>	
Total For Check 100098							
Check 100099							
271-790.000-982.000	11/25/20	BAKER & TAYLOR COMPANY	SEPT BOOKS	2035614892	11/25/20	15.63	100099
Total For Check 100099						<u>15.63</u>	
Check 100100							
271-790.000-982.000	11/25/20	BAKER & TAYLOR COMPANY	ADULT BOOK ORDER NOV	2035615378	11/25/20	309.49	100100
Total For Check 100100						<u>309.49</u>	
Check 100101							
582-000.000-202.100	11/20/20	BARNETT, ERIKA M	UB refund for account: 013152	11/20/2020	11/25/20	31.00	100101
Total For Check 100101						<u>31.00</u>	
Check 100102							
101-372.000-801.372	11/25/20	BILL'S LAWN CARE, LLC	CODE ENFORCEMENT MOWING	2395996	11/25/20	150.00	100102
Total For Check 100102						<u>150.00</u>	
Check 100103							
101-372.000-801.372	11/25/20	BILL'S LAWN CARE, LLC	CODE ENFORCEMENT MOWING	2396083	11/25/20	90.00	100103
Total For Check 100103						<u>90.00</u>	
Check 100104							
101-372.000-801.372	11/25/20	BILL'S LAWN CARE, LLC	CODE ENFORCEMENT MOWING	2396053	11/25/20	150.00	100104
Total For Check 100104						<u>150.00</u>	
Check 100105							
582-175.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	016339/015494	11/25/20	1,030.21	100105
590-175.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	016339/015494	11/25/20	320.93	100105
591-175.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	016339/015494	11/25/20	373.17	100105
Total For Check 100105						<u>1,724.31</u>	
Check 100106							
588-588.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	017278	11/25/20	104.54	100106
640-444.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	017278	11/25/20	90.56	100106
699-441.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	017278	11/25/20	337.95	100106
Total For Check 100106						<u>533.05</u>	
Check 100107							
101-172.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	90.56	100107
101-173.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	90.56	100107
101-209.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	26.14	100107
101-215.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	90.56	100107
101-219.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	142.83	100107
101-295.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	52.27	100107
101-301.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	195.10	100107
101-400.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	90.56	100107
101-441.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	142.83	100107
101-447.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	90.56	100107
208-751.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	52.27	100107
271-790.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	26.14	100107
588-588.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	52.27	100107
640-444.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	26.14	100107
699-441.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MICHIGAN	DENTAL & VISION INSURANCE GROUP 007	013951	11/25/20	26.14	100107

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 100107							
Total For Check 100107						1,194.93	
Check 100108							
101-336.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MI	DENTAL & VISION INSURANCE GROUP 007	010273	11/25/20	233.40	100108
Total For Check 100108						233.40	
Check 100109							
101-301.000-715.000	11/25/20	BLUE CROSS & BLUE SHIELD OF MI	DENTAL & VISION INSURANCE GROUP 007	000433	11/25/20	571.33	100109
Total For Check 100109						571.33	
Check 100110							
582-000.000-202.100	11/20/20	BOYER, CHERYL D	UB refund for account: 030142	11/20/2020	11/25/20	0.31	100110
590-000.000-202.100	11/20/20	BOYER, CHERYL D	UB refund for account: 030142	11/20/2020	11/25/20	17.06	100110
591-000.000-202.100	11/20/20	BOYER, CHERYL D	UB refund for account: 030142	11/20/2020	11/25/20	14.63	100110
Total For Check 100110						32.00	
Check 100111							
101-295.000-740.000	11/25/20	BRINER OIL CO, INC	DIESEL FUEL DELIVERY	126932	11/25/20	271.60	100111
Total For Check 100111						271.60	
Check 100112							
582-000.000-202.100	11/20/20	BUERGER, MARY M	UB refund for account: 034996	11/20/2020	11/25/20	32.12	100112
590-000.000-202.100	11/20/20	BUERGER, MARY M	UB refund for account: 034996	11/20/2020	11/25/20	32.84	100112
591-000.000-202.100	11/20/20	BUERGER, MARY M	UB refund for account: 034996	11/20/2020	11/25/20	25.36	100112
Total For Check 100112						90.32	
Check 100113							
591-000.000-158.000-21	11/25/20	CANNON TECHNOLOGIES INC	NS200 NETWORK SCOUT KIT (PROGRAMMER	941429046	11/25/20	5,059.20	100113
Total For Check 100113						5,059.20	
Check 100114							
590-547.000-930.000	11/25/20	CEM SUPPLY, INC	OX DITCH MOTOR REPAIR	146440/1	11/25/20	287.98	100114
Total For Check 100114						287.98	
Check 100115							
582-543.000-930.000	11/25/20	CEM SUPPLY, INC	GAUGE POWER PLANT	145010/1	11/25/20	75.89	100115
Total For Check 100115						75.89	
Check 100116							
582-175.000-880.000	11/25/20	CHESTNEY PUBLISHING	NOV/DEC SIMPLY HERS	10329	11/25/20	137.50	100116
590-175.000-880.000	11/25/20	CHESTNEY PUBLISHING	NOV/DEC SIMPLY HERS	10329	11/25/20	68.75	100116
591-175.000-880.000	11/25/20	CHESTNEY PUBLISHING	NOV/DEC SIMPLY HERS	10329	11/25/20	68.75	100116
Total For Check 100116						275.00	
Check 100117							
582-175.000-801.000	11/25/20	CINTAS CORPORATION	MATT'S	4067474587	11/25/20	20.00	100117
590-175.000-801.000	11/25/20	CINTAS CORPORATION	MATT'S	4067474587	11/25/20	10.00	100117
591-175.000-801.000	11/25/20	CINTAS CORPORATION	MATT'S	4067474587	11/25/20	10.00	100117
Total For Check 100117						40.00	
Check 100118							
582-000.000-202.100	11/20/20	COOK, DENNIS E	UB refund for account: 024047	11/20/2020	11/25/20	53.02	100118
590-000.000-202.100	11/20/20	COOK, DENNIS E	UB refund for account: 024047	11/20/2020	11/25/20	14.05	100118
591-000.000-202.100	11/20/20	COOK, DENNIS E	UB refund for account: 024047	11/20/2020	11/25/20	9.92	100118

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 100118							
						Total For Check 100118	76.99
Check 100119							
101-209.000-801.000	11/25/20	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	325430	11/25/20	97.38	100119
101-215.000-801.000	11/25/20	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	325430	11/25/20	329.45	100119
101-400.000-801.000	11/25/20	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	325430	11/25/20	97.38	100119
101-441.000-801.000	11/25/20	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	325430	11/25/20	158.33	100119
208-751.000-801.000	11/25/20	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	325430	11/25/20	97.37	100119
						Total For Check 100119	779.91
Check 100120							
101-265.000-726.000	11/25/20	CURRENT OFFICE SOLUTIONS	TRASH BAGS, BATHROOM TISSUE & TOWEL	463396-00	11/25/20	74.26	100120
						Total For Check 100120	74.26
Check 100121							
101-191.000-726.000	11/25/20	CURRENT OFFICE SOLUTIONS	TONER	652294-00	11/25/20	76.99	100121
						Total For Check 100121	76.99
Check 100122							
101-172.000-726.000	11/25/20	CURRENT OFFICE SOLUTIONS	FOLDERS, ELITE PENS & STONO BOOK	652295-00	11/25/20	53.20	100122
						Total For Check 100122	53.20
Check 100123							
101-301.000-955.221	11/25/20	COREY DOW	REIMBURSEMENT FOR LAB HEMOTOLOGY/CH	31319463	11/25/20	112.20	100123
						Total For Check 100123	112.20
Check 100124							
640-444.000-730.000	11/25/20	DP EQUIPMENT CO	BAFFLE, NUTS, BOLTS	092556	11/25/20	32.45	100124
						Total For Check 100124	32.45
Check 100125							
101-265.000-801.000	11/25/20	EAST 2 WEST ENTERPRISES, INC	MOP & BUFF DISPATCH OFFICE	8979	11/25/20	40.00	100125
						Total For Check 100125	40.00
Check 100126							
101-336.000-726.000	11/25/20	EMERGENCY MEDICAL PRODUCTS INC	DISPOSABLE FACE MASKS/TEMPLE TOUCH	2216481	11/25/20	165.54	100126
						Total For Check 100126	165.54
Check 100127							
401-452.000-801.000-21	11/25/20	FLEIS & VANDENBRINK	FAYETTE STREET RECONSTRUCTION	57091	11/25/20	10,651.09	100127
						Total For Check 100127	10,651.09
Check 100128							
247-900.000-801.006	11/25/20	FOULKE CONSTRUCTION	DAWN THEATER REHABILITATION	9	11/25/20	62,311.50	100128
						Total For Check 100128	62,311.50
Check 100129							
582-000.000-202.100	11/20/20	FOUST, DAVID M	UB refund for account: 025323	11/20/2020	11/25/20	42.50	100129
						Total For Check 100129	42.50
Check 100130							
582-175.000-808.000	11/25/20	GABRIDGE & COMPANY, PLC	FINAL BILL FOR JUNE 30TH AUDIT	7332590	11/25/20	2,815.00	100130
590-175.000-808.000	11/25/20	GABRIDGE & COMPANY, PLC	FINAL BILL FOR JUNE 30TH AUDIT	7332590	11/25/20	1,407.50	100130
591-175.000-808.000	11/25/20	GABRIDGE & COMPANY, PLC	FINAL BILL FOR JUNE 30TH AUDIT	7332590	11/25/20	1,407.50	100130

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
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Check 100130							
						Total For Check 100130	5,630.00
Check 100131							
271-790.000-982.000	11/25/20	CENGAGE LEARNING	STANDING ORDER FOR LARGE PRINT	72617674	11/25/20	1,735.00	100131
						Total For Check 100131	1,735.00
Check 100132							
582-544.000-730.000	11/25/20	GELZER & SON INC	HARDWARE	C394806	11/25/20	5.39	100132
						Total For Check 100132	5.39
Check 100133							
582-544.000-726.800	11/25/20	GELZER & SON INC	HARDWARE	C394731	11/25/20	6.99	100133
						Total For Check 100133	6.99
Check 100134							
582-544.000-726.800	11/25/20	GELZER & SON INC	HARDWARE	C395685	11/25/20	1.99	100134
						Total For Check 100134	1.99
Check 100135							
590-547.000-930.000	11/25/20	GELZER & SON INC	PLUMBING MATERIALS BRUSHES HANDLES	B32763	11/25/20	11.93	100135
						Total For Check 100135	11.93
Check 100136							
590-546.000-930.950	11/25/20	GELZER & SON INC	PLUMBING MATERIALS BRUSHES HANDLES	B26131	11/25/20	4.56	100136
						Total For Check 100136	4.56
Check 100137							
591-545.000-930.000	11/25/20	GELZER & SON INC	PLUMBING MATERIALS BRUSHES HANDLES	A224767	11/25/20	9.49	100137
						Total For Check 100137	9.49
Check 100138							
590-547.000-930.000	11/25/20	GELZER & SON INC	PLUMBING MATERIALS BRUSHES HANDLES	B32601	11/25/20	25.46	100138
						Total For Check 100138	25.46
Check 100139							
202-480.000-726.000	11/25/20	GELZER & SON INC	BULBS, FLAGGING TAPE, WHITE TAPE	C395591	11/25/20	8.37	100139
588-588.000-930.000	11/25/20	GELZER & SON INC	BULBS, FLAGGING TAPE, WHITE TAPE	C395591	11/25/20	23.98	100139
						Total For Check 100139	32.35
Check 100140							
202-450.000-726.000	11/25/20	GERKEN MATERIAL, INC	COMMERCIAL TOP HOT MIX	180648	11/25/20	207.02	100140
202-450.500-726.000	11/25/20	GERKEN MATERIAL, INC	COMMERCIAL TOP HOT MIX	180648	11/25/20	6.94	100140
203-450.000-726.000	11/25/20	GERKEN MATERIAL, INC	COMMERCIAL TOP HOT MIX	180648	11/25/20	354.37	100140
						Total For Check 100140	568.33
Check 100141							
202-450.000-726.000	11/25/20	GERKEN MATERIAL, INC	COMMERCIAL TOP HOT MIX	180960	11/25/20	138.75	100141
203-450.000-726.000	11/25/20	GERKEN MATERIAL, INC	COMMERCIAL TOP HOT MIX	180960	11/25/20	111.56	100141
						Total For Check 100141	250.31
Check 100142							
101-265.000-726.000	11/25/20	GLEI'S, INC	WREATH FOR CITY HALL	11.24.2020	11/25/20	750.00	100142
						Total For Check 100142	750.00
Check 100143							

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Check 100143							
640-444.000-730.000	11/25/20	GREENMARK EQUIPMENT	BLADES	P27261	11/25/20	75.00	100143
			Total For Check 100143			75.00	
Check 100144							
640-444.000-730.000	11/25/20	HAMMERSMITH EQUIPMENT COMPANY	CUTTER BLADES	475084	11/25/20	126.75	100144
			Total For Check 100144			126.75	
Check 100145							
582-000.000-202.100	11/20/20	HARNER, MICHAEL H	UB refund for account: 020872	11/20/2020	11/25/20	38.00	100145
			Total For Check 100145			38.00	
Check 100146							
582-544.000-726.800	11/25/20	HEFFERNAN SOFT WATER SERVICE	WATER REFILLS	51292	11/25/20	5.40	100146
			Total For Check 100146			5.40	
Check 100147							
582-543.000-726.000	11/25/20	HEFFERNAN SOFT WATER SERVICE	WATER REFILLS	51397	11/25/20	3.30	100147
			Total For Check 100147			3.30	
Check 100148							
582-544.000-726.800	11/25/20	HEFFERNAN SOFT WATER SERVICE	WATER REFILLS	50369	11/25/20	3.60	100148
			Total For Check 100148			3.60	
Check 100149							
590-547.000-726.900	11/25/20	HEFFERNAN SOFT WATER SERVICE	DISTILLED WATER WWTP LAB	609	11/25/20	26.25	100149
			Total For Check 100149			26.25	
Check 100150							
588-588.000-726.000	11/25/20	HEFFERNAN SOFT WATER SERVICE	WATER DELIVERY SERVICE	3094	11/25/20	12.00	100150
			Total For Check 100150			12.00	
Check 100151							
101-265.000-726.000	11/25/20	HEFFERNAN SOFT WATER SERVICE	WATER DELIVERY SERVICE	3244	11/25/20	14.25	100151
101-295.000-726.000	11/25/20	HEFFERNAN SOFT WATER SERVICE	WATER DELIVERY SERVICE	3244	11/25/20	4.75	100151
101-441.000-726.000	11/25/20	HEFFERNAN SOFT WATER SERVICE	WATER DELIVERY SERVICE	3244	11/25/20	4.75	100151
271-790.000-726.000	11/25/20	HEFFERNAN SOFT WATER SERVICE	WATER DELIVERY SERVICE	3244	11/25/20	9.50	100151
			Total For Check 100151			33.25	
Check 100152							
582-000.000-123.000	11/25/20	HILLSDALE CHAMBER OF COMMERCE	GOLD MEMBERSHIP DUES NOV2020 - NOV2	8102-92027	11/25/20	2,500.00	100152
590-000.000-123.000	11/25/20	HILLSDALE CHAMBER OF COMMERCE	GOLD MEMBERSHIP DUES NOV2020 - NOV2	8102-92027	11/25/20	1,250.00	100152
591-000.000-123.000	11/25/20	HILLSDALE CHAMBER OF COMMERCE	GOLD MEMBERSHIP DUES NOV2020 - NOV2	8102-92027	11/25/20	1,250.00	100152
			Total For Check 100152			5,000.00	
Check 100153							
582-175.000-810.000	11/25/20	HILLSDALE CO ROAD COMMISSION	ANNUAL BLANKET PERMIT FEE	11.02.2020	11/25/20	50.00	100153
			Total For Check 100153			50.00	
Check 100154							
590-547.000-801.000	11/25/20	HILLSDALE MEDIA GROUP	HYDRANT FLUSHING NOTICES	2010-00000849	11/25/20	97.48	100154
			Total For Check 100154			97.48	
Check 100155							
582-175.000-801.000	11/25/20	HOOP LAWN & SNOW, LLC	MOWING	10.31.2020	11/25/20	250.00	100155

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Invoice Age: Less Than 30 Days							
Check 100155							
590-175.000-801.000	11/25/20	HOOP LAWN & SNOW, LLC	MOWING	10.31.2020	11/25/20	125.00	100155
591-175.000-801.000	11/25/20	HOOP LAWN & SNOW, LLC	MOWING	10.31.2020	11/25/20	625.00	100155
Total For Check 100155						1,000.00	
Check 100156							
590-000.000-123.000	11/25/20	ITRON, INC	MVRS SUPPORT FROM DEC TO FEB 2021	572780	11/25/20	537.00	100156
591-000.000-123.000	11/25/20	ITRON, INC	MVRS SUPPORT FROM DEC TO FEB 2021	572780	11/25/20	537.00	100156
Total For Check 100156						1,074.00	
Check 100157							
101-265.000-930.000	11/25/20	JC MECHANICAL SERVICES, LLC	CHANGE OVER FROM COOLING TO HEATING	3636	11/25/20	420.00	100157
Total For Check 100157						420.00	
Check 100158							
582-000.000-202.100	11/25/20	JILL BARRETT	CREDIT REFUND	013926	11/25/20	200.00	100158
Total For Check 100158						200.00	
Check 100159							
590-000.000-255.000	11/20/20	JIM KNOX CHRYSLER	UB refund for account: 012540	11/20/2020	11/25/20	118.50	100159
591-000.000-255.000	11/20/20	JIM KNOX CHRYSLER	UB refund for account: 012540	11/20/2020	11/25/20	118.50	100159
Total For Check 100159						237.00	
Check 100160							
582-543.000-801.000	11/25/20	JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY ALARM PP	34945734	11/25/20	1,799.12	100160
Total For Check 100160						1,799.12	
Check 100161							
101-174.000-860.000	11/25/20	KELLY LOPRESTO	MILEAGE REIMBURSEMENT	11.18.2020	11/25/20	20.71	100161
Total For Check 100161						20.71	
Check 100162							
409-756.000-726.000	11/25/20	LOUISE WORMS	REIMBURSEMENT FOR DONOR LETTERS & D.	648871-00	11/25/20	271.46	100162
Total For Check 100162						271.46	
Check 100163							
202-490.000-801.000	11/25/20	M & M PAVEMENT MARKING COMPANY	PAVEMENT MARKING CITY WIDE	3469	11/25/20	8,837.33	100163
203-490.000-801.000	11/25/20	M & M PAVEMENT MARKING COMPANY	PAVEMENT MARKING CITY WIDE	3469	11/25/20	3,481.56	100163
Total For Check 100163						12,318.89	
Check 100164							
582-000.000-202.100	11/20/20	MAIER, MARCELLA L	UB refund for account: 030237	11/20/2020	11/25/20	73.30	100164
Total For Check 100164						73.30	
Check 100165							
582-175.000-880.000	11/25/20	MARKET HOUSE	GIFT CARD FOR WCSR TREE DECORATING	120232	11/25/20	25.00	100165
590-175.000-880.000	11/25/20	MARKET HOUSE	GIFT CARD FOR WCSR TREE DECORATING	120232	11/25/20	12.50	100165
591-175.000-880.000	11/25/20	MARKET HOUSE	GIFT CARD FOR WCSR TREE DECORATING	120232	11/25/20	12.50	100165
Total For Check 100165						50.00	
Check 100166							
401-452.000-801.000-21	11/25/20	MATERIALS TESTING CONSULTANTS, INC	FAYETTE STREET RECONSTRUCTION - ENG	0062891	11/25/20	9,782.45	100166
401-452.000-905.000-21	11/25/20	MATERIALS TESTING CONSULTANTS, INC	FAYETTE STREET RECONSTRUCTION - ENG	0062891	11/25/20	13,274.45	100166
Total For Check 100166						23,056.90	

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Invoice Age: Less Than 30 Days							
Check 100167							
582-000.000-202.100	11/20/20	MAYBERRY HOMES	UB refund for account: 305560	11/20/2020	11/25/20	90.78	100167
			Total For Check 100167			90.78	
Check 100168							
582-000.000-202.100	11/20/20	MCARDLE, MARLA M	UB refund for account: 013373	11/20/2020	11/25/20	110.67	100168
			Total For Check 100168			110.67	
Check 100169							
590-547.000-801.000	11/25/20	MENDE ENGINEERING SOLUTIONS LI	CONSTRUCTION ADMIN FOLLOW UP PHASE	792	11/25/20	500.00	100169
			Total For Check 100169			500.00	
Check 100170							
590-547.000-801.000	11/25/20	MENDE ENGINEERING SOLUTIONS LI	CONSTRUCTION ADMIN FOLLOW UP PHASE	772	11/25/20	700.00	100170
			Total For Check 100170			700.00	
Check 100171							
590-547.000-801.000	11/25/20	MERIT LABORATORIES	BEF COMPLIANCE TESTING, MONTHLY MERC	18844	11/25/20	168.25	100171
			Total For Check 100171			168.25	
Check 100172							
590-547.000-801.000	11/25/20	MERIT LABORATORIES	BEF COMPLIANCE TESTING, MONTHLY MERC	19125	11/25/20	286.50	100172
			Total For Check 100172			286.50	
Check 100173							
590-547.000-801.000	11/25/20	MERIT LABORATORIES	BEF COMPLIANCE TESTING, MONTHLY MERC	19218	11/25/20	286.50	100173
			Total For Check 100173			286.50	
Check 100174							
590-547.000-801.000	11/25/20	MERIT LABORATORIES	BEF COMPLIANCE TESTING, MONTHLY MERC	19041	11/25/20	286.50	100174
			Total For Check 100174			286.50	
Check 100175							
590-547.000-801.000	11/25/20	MERIT LABORATORIES	BEF COMPLIANCE TESTING, MONTHLY MERC	19008	11/25/20	286.50	100175
			Total For Check 100175			286.50	
Check 100176							
590-547.000-801.000	11/25/20	MERIT LABORATORIES	BEF COMPLIANCE TESTING, MONTHLY MERC	18920	11/25/20	286.50	100176
			Total For Check 100176			286.50	
Check 100177							
590-547.000-801.000	11/25/20	MERIT LABORATORIES	BEF COMPLIANCE TESTING, MONTHLY MERC	18824	11/25/20	286.50	100177
			Total For Check 100177			286.50	
Check 100178							
590-547.000-801.000	11/25/20	MERIT LABORATORIES	BEF COMPLIANCE TESTING, MONTHLY MERC	19208	11/25/20	216.00	100178
			Total For Check 100178			216.00	
Check 100179							
101-174.000-801.000	11/25/20	MICH ECONOMIC DEVELOPERS ASSOC	2020 ANNUAL MEETING	14191	11/25/20	210.00	100179
			Total For Check 100179			210.00	
Check 100180							
582-543.000-920.400	11/25/20	MICH GAS UTILITIES	POWER PLANT GAS FOR OCTOBER	3085762142	11/25/20	772.66	100180
			Total For Check 100180			772.66	

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Check 100181							
582-175.000-920.400	11/25/20	MICH GAS UTILITIES	NATURAL GAS UTILITY -	3077181562	11/25/20	17.84	100181
590-175.000-920.400	11/25/20	MICH GAS UTILITIES	NATURAL GAS UTILITY -	3077181562	11/25/20	8.92	100181
591-175.000-920.400	11/25/20	MICH GAS UTILITIES	NATURAL GAS UTILITY -	3077181562	11/25/20	8.92	100181
Total For Check 100181						35.68	
Check 100182							
101-301.000-801.000	11/25/20	MICH STATE POLICE	TOKEN FEE 07/01/2020 - 09/30/2020 -	551-567169	11/25/20	99.00	100182
Total For Check 100182						99.00	
Check 100183							
101-301.000-801.000	11/25/20	MICH STATE POLICE	TOKEN FEE 07/01/2020 - 09/30/2020 -	551-570312	11/25/20	2,600.00	100183
Total For Check 100183						2,600.00	
Check 100184							
591-000.000-110.000	11/25/20	MICHIGAN PIPE & VALVE	3/4 CURBSTOP MNP COMP	JO24766	11/25/20	1,863.60	100184
Total For Check 100184						1,863.60	
Check 100185							
202-480.000-726.000	11/25/20	MICHIGAN PIPE & VALVE	STORM & SANT. SEWER CASTINGS W/LIDS	JO24767	11/25/20	561.78	100185
590-546.000-930.000	11/25/20	MICHIGAN PIPE & VALVE	STORM & SANT. SEWER CASTINGS W/LIDS	JO24767	11/25/20	561.78	100185
Total For Check 100185						1,123.56	
Check 100186							
582-000.000-202.100	11/20/20	MILLER, JENNIFER L	UB refund for account: 026530	11/20/2020	11/25/20	64.00	100186
Total For Check 100186						64.00	
Check 100187							
582-175.000-810.000	11/25/20	MISS DIG SYSTEM, INC.	ANNUAL FEES FOR MISS DIG	20210191	11/25/20	1,443.22	100187
590-175.000-810.000	11/25/20	MISS DIG SYSTEM, INC.	ANNUAL FEES FOR MISS DIG	20210191	11/25/20	721.61	100187
591-175.000-810.000	11/25/20	MISS DIG SYSTEM, INC.	ANNUAL FEES FOR MISS DIG	20210191	11/25/20	721.60	100187
Total For Check 100187						2,886.43	
Check 100188							
101-295.000-860.000	11/25/20	GINGER MOORE	MILEAGE REIMBURSEMENT	11.14.2020	11/25/20	36.62	100188
Total For Check 100188						36.62	
Check 100189							
582-000.000-202.100	11/20/20	MOORE, KAREN L	UB refund for account: 013315	11/20/2020	11/25/20	55.50	100189
591-000.000-202.100	11/20/20	MOORE, KAREN L	UB refund for account: 013315	11/20/2020	11/25/20	12.45	100189
Total For Check 100189						67.95	
Check 100190							
588-588.000-730.000	11/25/20	NORM'S TIRE & SERVICE	TIRES FOR STOCK (DART)	4614	11/25/20	478.82	100190
Total For Check 100190						478.82	
Check 100191							
591-000.000-158.000-21	11/25/20	NORTHERN PUMP & WELL	INSPECT, VIDEO WELL AND REPAIR PUMP	20-J1912	11/25/20	17,804.25	100191
Total For Check 100191						17,804.25	
Check 100192							
101-301.000-742.000	11/25/20	NYE UNIFORM COMPANY	PANTS, L/S SHIRT, WINTER JACKET, NA	752532	11/25/20	294.68	100192
Total For Check 100192						294.68	
Check 100193							

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Check 100193							
101-301.000-742.000	11/25/20	NYE UNIFORM COMPANY	PANTS, L/S SHIRT, WINTER JACKET, NA	752536	11/25/20	172.00	100193
						<u>172.00</u>	
Total For Check 100193							
Check 100194							
582-000.000-202.100	11/20/20	ORANGE, BRANDY S	UB refund for account: 020841	11/20/2020	11/25/20	83.00	100194
						<u>83.00</u>	
Total For Check 100194							
Check 100195							
640-444.000-801.301	11/25/20	PARNEY'S CAR CARE	OIL CHANGE/WIPER BLADES - UNIT 2-2	66321	11/25/20	100.92	100195
						<u>100.92</u>	
Total For Check 100195							
Check 100196							
640-444.000-801.301	11/25/20	PARNEY'S CAR CARE	OIL CHANGE/WIPER BLADES - UNIT 2-2	66393	11/25/20	34.50	100196
						<u>34.50</u>	
Total For Check 100196							
Check 100197							
582-000.000-202.100	11/20/20	PAVKA, JOE F	UB refund for account: 022114	11/20/2020	11/25/20	380.88	100197
						<u>380.88</u>	
Total For Check 100197							
Check 100198							
590-547.000-930.000	11/25/20	PERFORMANCE AUTOMOTIVE	DRIVE BELTS	10284-1343730	11/25/20	30.39	100198
						<u>30.39</u>	
Total For Check 100198							
Check 100199							
590-547.000-930.000	11/25/20	PERFORMANCE AUTOMOTIVE	DRIVE BELTS	10284-1343851	11/25/20	223.12	100199
						<u>223.12</u>	
Total For Check 100199							
Check 100200							
101-336.000-726.000	11/25/20	PERFORMANCE AUTOMOTIVE	RAPID FIX HIGH STRENGTH DUAL ADHESI	10284-1343035	11/25/20	20.69	100200
						<u>20.69</u>	
Total For Check 100200							
Check 100201							
640-444.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	VALVE, BATTERY, RTRN CORE, SWITCH,F	10284-1342540	11/25/20	4.98	100201
						<u>4.98</u>	
Total For Check 100201							
Check 100202							
640-444.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	VALVE, BATTERY, RTRN CORE, SWITCH,F	10284-1342577	11/25/20	479.97	100202
						<u>479.97</u>	
Total For Check 100202							
Check 100203							
640-444.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	VALVE, BATTERY, RTRN CORE, SWITCH,F	10284-1343733	11/25/20	13.89	100203
						<u>13.89</u>	
Total For Check 100203							
Check 100204							
588-588.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	VALVE, BATTERY, RTRN CORE, SWITCH,F	10284-1343693	11/25/20	4.65	100204
640-444.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	VALVE, BATTERY, RTRN CORE, SWITCH,F	10284-1343693	11/25/20	6.59	100204
						<u>11.24</u>	
Total For Check 100204							
Check 100205							
588-588.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	VALVE, BATTERY, RTRN CORE, SWITCH,F	10284-1343060	11/25/20	8.19	100205
						<u>8.19</u>	
Total For Check 100205							
Check 100206							
582-000.000-110.000	11/25/20	POWERLINE SUPPLY	INVENTORY	56514353	11/25/20	1,028.25	100206
						<u>1,028.25</u>	

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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 100206							
Total For Check 100206						1,028.25	
Check 100207							
582-544.000-726.800	11/25/20	POWERLINE SUPPLY	HOT STICK TESTING	56514115	11/25/20	279.00	100207
Total For Check 100207						279.00	
Check 100208							
582-000.000-110.000	11/25/20	POWERLINE SUPPLY	INVENTORY	56516197	11/25/20	176.76	100208
Total For Check 100208						176.76	
Check 100209							
582-000.000-110.000	11/25/20	POWERLINE SUPPLY	INVENTORY	56516195	11/25/20	2,392.90	100209
Total For Check 100209						2,392.90	
Check 100210							
582-544.000-930.000	11/25/20	POWERLINE SUPPLY	WIRE CONNECTORS	56518201	11/25/20	177.48	100210
Total For Check 100210						177.48	
Check 100211							
582-544.000-930.000	11/25/20	POWERLINE SUPPLY	WIRE CONNECTORS	56514355	11/25/20	90.60	100211
Total For Check 100211						90.60	
Check 100212							
582-544.000-930.000	11/25/20	POWERLINE SUPPLY	WIRE CONNECTORS	56516196	11/25/20	164.40	100212
Total For Check 100212						164.40	
Check 100213							
582-000.000-110.000	11/25/20	POWERLINE SUPPLY	INVENTORY	56518259	11/25/20	157.50	100213
Total For Check 100213						157.50	
Check 100214							
101-172.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	476.22	100214
101-173.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	1,428.66	100214
101-209.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	476.22	100214
101-215.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	1,428.66	100214
101-219.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	2,571.58	100214
101-295.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	1,142.92	100214
101-301.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	14,286.56	100214
101-336.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	3,809.76	100214
101-400.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	1,428.66	100214
101-441.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	1,142.92	100214
101-447.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	476.22	100214
208-751.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	1,142.92	100214
588-588.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	3,428.76	100214
640-444.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	1,904.88	100214
699-441.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000655	11/25/20	3,047.80	100214
Total For Check 100214						38,192.74	
Check 100215							
582-175.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000649	11/25/20	11,619.78	100215
590-175.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000649	11/25/20	5,571.74	100215
591-175.000-715.000	11/25/20	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	203200000649	11/25/20	1,762.02	100215
Total For Check 100215						18,953.54	
Check 100216							

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Invoice Age: Less Than 30 Days							
Check 100216							
590-000.000-158.000-21	11/25/20	PROCESS PIPING & EQUIPMENT, IN	INSTALLATION OF NORTH CLARIFIER SWE	20-05-01	11/25/20	21,885.00	100216
						Total For Check 100216	21,885.00
Check 100217							
582-000.000-202.100	11/20/20	ROOD, JUANITA G	UB refund for account: 013474	11/20/2020	11/25/20	69.44	100217
590-000.000-202.100	11/20/20	ROOD, JUANITA G	UB refund for account: 013474	11/20/2020	11/25/20	27.46	100217
591-000.000-202.100	11/20/20	ROOD, JUANITA G	UB refund for account: 013474	11/20/2020	11/25/20	21.10	100217
						Total For Check 100217	118.00
Check 100218							
590-547.000-801.000	11/25/20	SAFETY SYSTEMS, INC	QUARTERLY LEASE MAINT WWTP	510872	11/25/20	180.00	100218
						Total For Check 100218	180.00
Check 100219							
582-175.000-801.000	11/25/20	SONIT SYSTEMS, LLC	BPU SQL SEVER ANNUAL LICENSE 2020	6151	11/25/20	821.00	100219
590-175.000-801.000	11/25/20	SONIT SYSTEMS, LLC	BPU SQL SEVER ANNUAL LICENSE 2020	6151	11/25/20	410.50	100219
591-175.000-801.000	11/25/20	SONIT SYSTEMS, LLC	BPU SQL SEVER ANNUAL LICENSE 2020	6151	11/25/20	410.50	100219
						Total For Check 100219	1,642.00
Check 100220							
401-900.000-975.040	11/25/20	SOUTHERN COMPUTER WAREHOUSE	CITY FINANCE DIRECTOR LAPTOP AND DO	IN-000665603	11/25/20	185.75	100220
						Total For Check 100220	185.75
Check 100221							
401-900.000-975.040	11/25/20	SOUTHERN COMPUTER WAREHOUSE	CITY FINANCE DIRECTOR LAPTOP AND DO	IN-000665335	11/25/20	678.00	100221
						Total For Check 100221	678.00
Check 100222							
582-000.000-202.100	11/20/20	SPARKS, PRISCILLA A	UB refund for account: 018518	11/20/2020	11/25/20	18.30	100222
590-000.000-202.100	11/20/20	SPARKS, PRISCILLA A	UB refund for account: 018518	11/20/2020	11/25/20	7.73	100222
591-000.000-202.100	11/20/20	SPARKS, PRISCILLA A	UB refund for account: 018518	11/20/2020	11/25/20	6.63	100222
						Total For Check 100222	32.66
Check 100223							
588-588.000-955.588	11/25/20	SPARROW	COVID TESTING - SANDRA LADD	1403548	11/25/20	50.00	100223
						Total For Check 100223	50.00
Check 100224							
202-490.000-726.000	11/25/20	SPARTAN BARRICADING & TRAFFIC	FLASHER LIGHTS	148171	11/25/20	203.20	100224
203-490.000-726.000	11/25/20	SPARTAN BARRICADING & TRAFFIC	FLASHER LIGHTS	148171	11/25/20	203.20	100224
						Total For Check 100224	406.40
Check 100225							
101-191.000-726.000	11/25/20	SPECTRUM PRINTERS, INC	ELECTION LINE - VOTER STICKERS ETC	65166	11/25/20	133.96	100225
						Total For Check 100225	133.96
Check 100226							
582-000.000-158.000-19	11/25/20	SSEO	SUBSTATION UPGRADE ENGINEERING	2015984	11/25/20	2,673.00	100226
						Total For Check 100226	2,673.00
Check 100227							
591-175.000-801.000	11/25/20	STATE OF MICHIGAN EGLE	COMMUNITY PUBLIC WATER SUPPLY ANNUA	761-10590993	11/25/20	3,087.57	100227
						Total For Check 100227	3,087.57

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Invoice Age: Less Than 30 Days							
Check 100228							
582-000.000-202.100	11/20/20	STEWART, TANZY L	UB refund for account: 030366	11/20/2020	11/25/20	106.00	100228
			Total For Check 100228			106.00	
Check 100229							
247-900.000-801.006	11/25/20	STUDIO GWA	DAWN THEATER REHABILITATION	20-4714	11/25/20	189.87	100229
			Total For Check 100229			189.87	
Check 100230							
582-000.000-110.000	11/25/20	THOMASSON COMPANY	POWER POLES	39128-00	11/25/20	9,024.00	100230
			Total For Check 100230			9,024.00	
Check 100231							
582-000.000-158.000-20	11/25/20	THOMPSON CONSTRUCTION CO., LLC	BPU OFFICE PARKINGLOT AND SIDEWALK	2019-00267	11/25/20	7,930.37	100231
590-000.000-158.000-20	11/25/20	THOMPSON CONSTRUCTION CO., LLC	BPU OFFICE PARKINGLOT AND SIDEWALK	2019-00267	11/25/20	3,965.18	100231
591-000.000-158.000-20	11/25/20	THOMPSON CONSTRUCTION CO., LLC	BPU OFFICE PARKINGLOT AND SIDEWALK	2019-00267	11/25/20	3,965.18	100231
			Total For Check 100231			15,860.73	
Check 100232							
401-453.000-801.000	11/25/20	THOMPSON CONSTRUCTION CO., LLC	ALLEY CRUSHING, SHAPING & REPACING	2019-00267	11/25/20	4,315.00	100232
			Total For Check 100232			4,315.00	
Check 100233							
202-450.000-801.000	11/25/20	THOMPSON CONSTRUCTION CO., LLC	REMOVAL OF 3 RAILROAD CROSSINGS	2019-00267	11/25/20	16,865.32	100233
			Total For Check 100233			16,865.32	
Check 100234							
202-470.000-801.000	11/25/20	DAVID STIDHAM	TREE TRIMMING & REMOVALS	11.18.2020	11/25/20	650.00	100234
203-470.000-801.000	11/25/20	DAVID STIDHAM	TREE TRIMMING & REMOVALS	11.18.2020	11/25/20	1,550.00	100234
			Total For Check 100234			2,200.00	
Check 100235							
101-265.000-801.000	11/25/20	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	154 0105607	11/25/20	15.51	100235
			Total For Check 100235			15.51	
Check 100236							
101-265.000-801.000	11/25/20	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	154 0106754	11/25/20	15.51	100236
			Total For Check 100236			15.51	
Check 100237							
101-441.000-742.000	11/25/20	UNIFIRST CORP	RUGS & UNIFORMS - DPS	154 0106180	11/25/20	32.93	100237
101-441.000-801.000	11/25/20	UNIFIRST CORP	RUGS & UNIFORMS - DPS	154 0106180	11/25/20	28.34	100237
640-444.000-742.000	11/25/20	UNIFIRST CORP	RUGS & UNIFORMS - DPS	154 0106180	11/25/20	13.14	100237
640-444.000-801.000	11/25/20	UNIFIRST CORP	RUGS & UNIFORMS - DPS	154 0106180	11/25/20	19.82	100237
			Total For Check 100237			94.23	
Check 100238							
101-441.000-742.000	11/25/20	UNIFIRST CORP	RUGS & UNIFORMS - DPS	154 0106753	11/25/20	32.93	100238
101-441.000-801.000	11/25/20	UNIFIRST CORP	RUGS & UNIFORMS - DPS	154 0106753	11/25/20	28.34	100238
640-444.000-742.000	11/25/20	UNIFIRST CORP	RUGS & UNIFORMS - DPS	154 0106753	11/25/20	13.14	100238
640-444.000-801.000	11/25/20	UNIFIRST CORP	RUGS & UNIFORMS - DPS	154 0106753	11/25/20	19.82	100238
			Total For Check 100238			94.23	
Check 100239							
591-545.000-727.200	11/25/20	UNIVAR SOLUTIONS USA INC	12.5% SODIUM HYPOCHLORITE WTP	T0915512	11/25/20	1,398.10	100239

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Invoice Age: Less Than 30 Days							
Check 100239							
						Total For Check 100239	1,398.10
Check 100240							
582-175.000-925.000	11/25/20	VERIZON WIRELESS	CELL PHONES	9866120762	11/25/20	639.71	100240
590-175.000-925.000	11/25/20	VERIZON WIRELESS	CELL PHONES	9866120762	11/25/20	167.10	100240
591-175.000-925.000	11/25/20	VERIZON WIRELESS	CELL PHONES	9866120762	11/25/20	167.45	100240
						Total For Check 100240	974.26
Check 100241							
582-544.000-730.000	11/25/20	VERMEER OF MICHIGAN, INC	BORING MACHINE PARTS	P85473	11/25/20	68.10	100241
						Total For Check 100241	68.10
Check 21							
582-544.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	EQUIPMENT SUPPLIES	10284-1342705	11/25/20	31.04	21
						Total For Check 21	31.04
Check 22							
582-544.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	EQUIPMENT SUPPLIES	10284-1341573	11/25/20	19.74	22
588-588.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	EQUIPMENT SUPPLIES	10284-1341573	11/25/20	9.69	22
						Total For Check 22	29.43
Check 4							
101-295.000-801.000	11/25/20	AVFUEL CORP	EQUIPMENT RENTAL MONTHLY BILLING	Multiple	11/25/20	970.00	4
						Total For Check 4	970.00
Check 5							
582-544.000-730.000	11/25/20	BUSINESS CARD	BRUSH CUTTER DIREC DRIVE MAIN SEAL	Multiple	11/25/20	136.80	5
590-546.000-861.000	11/25/20	BUSINESS CARD	MWEA VIRTUAL MAINTENANCE SEMINAR	E27415	11/25/20	50.00	5
590-546.000-930.000	11/25/20	BUSINESS CARD	SAFETY SUPPLIES FOR WATER/SEWER DEP	FS4369014-SO	11/25/20	217.66	5
						Total For Check 5	404.46
Check 6							
101-175.000-810.000	11/25/20	CARD SERVICES CENTER	SUBSCRIPTION RENEWAL	11.02.2020	11/25/20	120.00	6
101-191.000-726.000	11/25/20	CARD SERVICES CENTER	ELECTION SUPPLIES -	Multiple	11/25/20	56.06	6
101-209.000-801.000	11/25/20	CARD SERVICES CENTER	CAR WASHES 10/13 & 11/03 - DOMAIN C	Multiple	11/25/20	15.00	6
101-209.000-861.000	11/25/20	CARD SERVICES CENTER	ASSESSOR CONTINUING EDUCATION	10.21.2020	11/25/20	120.00	6
101-215.000-726.000	11/25/20	CARD SERVICES CENTER	ELECTIONS SUPPLIES, & POSTAGE	10.26.2020	11/25/20	335.35	6
101-215.000-801.000	11/25/20	CARD SERVICES CENTER	CAR WASHES 10/13 & 11/03 - DOMAIN C	10/13	11/25/20	14.17	6
						Total For Check 6	660.58
Check 7							
588-588.000-920.000	11/25/20	MICH GAS UTILITIES	NATURAL GAS UTILITY	3091630015	11/25/20	86.96	7
640-444.000-920.000	11/25/20	MICH GAS UTILITIES	NATURAL GAS UTILITY	3086525377	11/25/20	140.07	7
						Total For Check 7	227.03
Check 8							
582-175.000-801.000	11/25/20	MICHIGAN PUBLIC POWER AGENCY	PEAKING CAPACITY CHARGES FOR OCTOBE	20201110013	11/25/20	510.30	8
						Total For Check 8	510.30
Check 9							
582-175.000-726.000	11/25/20	PITNEY BOWES GLOBAL FIANANCIAIE-Z SEAL		1016771619	11/25/20	38.24	9
590-175.000-726.000	11/25/20	PITNEY BOWES GLOBAL FIANANCIAIE-Z SEAL		1016771619	11/25/20	19.12	9
591-175.000-726.000	11/25/20	PITNEY BOWES GLOBAL FIANANCIAIE-Z SEAL		1016771619	11/25/20	19.13	9
						Total For Check 9	76.49

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Check Multiple							
640-444.000-730.000	11/25/20	PERFORMANCE AUTOMOTIVE	VALVE, BATTERY, RTRN CORE, SWITCH,F	10284-1342688	11/25/20	(81.00)	Multiple
						<u>(81.00)</u>	
Total For Check Multiple							
Total For Age Less Than 30 Days						<u>336,709.72</u>	

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Fund Totals:							
			Fund 101 GENERAL FUND			40,851.83	
			Fund 202 MAJOR ST./TRUNKLINE FUND			27,478.71	
			Fund 203 LOCAL ST. FUND			5,700.69	
			Fund 208 RECREATION FUND			1,330.46	
			Fund 247 TAX INCREMENT FINANCE ATH.			73,394.37	
			Fund 271 LIBRARY FUND			2,129.19	
			Fund 401 CAPITAL IMPROVEMENT FUND			38,886.74	
			Fund 409 STOCK'S PARK			271.46	
			Fund 582 ELECTRIC FUND			51,634.44	
			Fund 588 DIAL-A-RIDE FUND			4,878.04	
			Fund 590 SEWER FUND			41,947.17	
			Fund 591 WATER FUND			41,476.46	
			Fund 640 REVOLVING MOBILE EQUIP. FUND			3,088.22	
			Fund 699 DPS LEAVE AND BENEFITS FUND			3,641.94	
Total For All Funds:						336,709.72	
--- TOTALS BY GL DISTRIBUTION ---							
		101-172.000-715.000	HEALTH AND LIFE INSURANCE			581.22	
		101-172.000-721.000	DISABILITY INSURANCE			38.47	
		101-172.000-726.000	SUPPLIES			53.20	
		101-173.000-715.000	HEALTH AND LIFE INSURANCE			1,533.66	
		101-173.000-721.000	DISABILITY INSURANCE			28.85	
		101-174.000-715.000	HEALTH AND LIFE INSURANCE			7.22	
		101-174.000-721.000	DISABILITY INSURANCE			8.00	
		101-174.000-801.000	CONTRACTUAL SERVICES			210.00	
		101-174.000-860.000	TRANSPORTATION AND MILEAGE			20.71	
		101-175.000-726.007	SUPPLIES - COVID 19			564.30	
		101-175.000-810.000	DUES AND SUBSCRIPTIONS			120.00	
		101-191.000-726.000	SUPPLIES			267.01	
		101-209.000-715.000	HEALTH AND LIFE INSURANCE			531.24	
		101-209.000-721.000	DISABILITY INSURANCE			47.26	
		101-209.000-801.000	CONTRACTUAL SERVICES			112.38	
		101-209.000-861.000	TRAINING & SEMINARS			120.00	
		101-215.000-715.000	HEALTH AND LIFE INSURANCE			1,533.66	
		101-215.000-721.000	DISABILITY INSURANCE			16.53	
		101-215.000-726.000	SUPPLIES			335.35	
		101-215.000-801.000	CONTRACTUAL SERVICES			343.62	
		101-219.000-715.000	HEALTH AND LIFE INSURANCE			2,743.29	
		101-219.000-721.000	DISABILITY INSURANCE			52.65	
		101-265.000-726.000	SUPPLIES			838.51	
		101-265.000-801.000	CONTRACTUAL SERVICES			71.02	
		101-265.000-930.000	REPAIRS & MAINTENANCE			420.00	
		101-295.000-715.000	HEALTH AND LIFE INSURANCE			1,209.63	
		101-295.000-721.000	DISABILITY INSURANCE			16.49	
		101-295.000-726.000	SUPPLIES			4.75	
		101-295.000-740.000	FUEL AND LUBRICANTS			271.60	
		101-295.000-801.000	CONTRACTUAL SERVICES			970.00	
		101-295.000-860.000	TRANSPORTATION AND MILEAGE			36.62	
		101-301.000-715.000	HEALTH AND LIFE INSURANCE			15,269.59	
		101-301.000-721.000	DISABILITY INSURANCE			319.85	
		101-301.000-742.000	CLOTHING / UNIFORMS			466.68	
		101-301.000-801.000	CONTRACTUAL SERVICES			2,699.00	
		101-301.000-930.000	REPAIRS & MAINTENANCE			188.00	
		101-301.000-955.221	MISC - PHYSICAL EXAMINATIONS			112.20	
		101-336.000-715.000	HEALTH AND LIFE INSURANCE			4,100.92	
		101-336.000-721.000	DISABILITY INSURANCE			80.67	
		101-336.000-726.000	SUPPLIES			186.23	

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 BANK CODE: APCK

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		101-372.000-801.372	CONTRACTUAL SERVICES - CODE ENFORCEME			390.00	
		101-400.000-715.000	HEALTH AND LIFE INSURANCE			1,540.88	
		101-400.000-721.000	DISABILITY INSURANCE			27.23	
		101-400.000-801.000	CONTRACTUAL SERVICES			97.38	
		101-441.000-715.000	HEALTH AND LIFE INSURANCE			1,314.63	
		101-441.000-721.000	DISABILITY INSURANCE			46.02	
		101-441.000-726.000	SUPPLIES			4.75	
		101-441.000-742.000	CLOTHING / UNIFORMS			65.86	
		101-441.000-801.000	CONTRACTUAL SERVICES			215.01	
		101-447.000-715.000	HEALTH AND LIFE INSURANCE			581.22	
		101-447.000-721.000	DISABILITY INSURANCE			38.47	
		202-450.000-726.000	SUPPLIES			345.77	
		202-450.000-801.000	CONTRACTUAL SERVICES			16,865.32	
		202-450.500-726.000	SUPPLIES			6.94	
		202-470.000-801.000	CONTRACTUAL SERVICES			650.00	
		202-480.000-726.000	SUPPLIES			570.15	
		202-490.000-726.000	SUPPLIES			203.20	
		202-490.000-801.000	CONTRACTUAL SERVICES			8,837.33	
		203-450.000-726.000	SUPPLIES			465.93	
		203-470.000-801.000	CONTRACTUAL SERVICES			1,550.00	
		203-490.000-726.000	SUPPLIES			203.20	
		203-490.000-801.000	CONTRACTUAL SERVICES			3,481.56	
		208-751.000-715.000	HEALTH AND LIFE INSURANCE			1,209.63	
		208-751.000-721.000	DISABILITY INSURANCE			23.46	
		208-751.000-801.000	CONTRACTUAL SERVICES			97.37	
		247-900.000-801.005	CONTRACTUAL SERVICES - DAWN THEATER			3,500.00	
		247-900.000-801.006	CONTRACTUAL SERVICES - MEDC GRANT			62,501.37	
		247-900.000-850.000	INSURANCE			7,393.00	
		271-790.000-715.000	HEALTH AND LIFE INSURANCE			35.53	
		271-790.000-721.000	DISABILITY INSURANCE			24.04	
		271-790.000-726.000	SUPPLIES			9.50	
		271-790.000-982.000	BOOKS			2,060.12	
		401-452.000-801.000-21	CONTRACTUAL SERVICES			20,433.54	
		401-452.000-905.000-21	PUBLISHING / NOTICES			13,274.45	
		401-453.000-801.000	CONTRACTUAL SERVICES			4,315.00	
		401-900.000-975.040	COMPREHENSIVE COMPUTER UPDATE			863.75	
		409-756.000-726.000	SUPPLIES			271.46	
		582-000.000-110.000	INVENTORY			12,779.41	
		582-000.000-123.000	PREPAID EXPENSES			2,500.00	
		582-000.000-158.000-19	CONSTRUCTION WORK IN PROGRESS			2,673.00	
		582-000.000-158.000-20	CONSTRUCTION WORK IN PROGRESS			7,930.37	
		582-000.000-202.100	ACCOUNTS PAYABLE-UB REFUNDS			1,448.82	
		582-175.000-715.000	HEALTH AND LIFE INSURANCE			12,823.27	
		582-175.000-721.000	DISABILITY INSURANCE			322.07	
		582-175.000-726.000	SUPPLIES			38.24	
		582-175.000-726.007-CV	SUPPLIES - COVID 19			632.58	
		582-175.000-801.000	CONTRACTUAL SERVICES			1,601.30	
		582-175.000-808.000	AUDITING SERVICES			2,815.00	
		582-175.000-810.000	DUES AND SUBSCRIPTIONS			1,493.22	
		582-175.000-880.000	COMMUNITY PROMOTION			162.50	
		582-175.000-920.400	UTILITIES - GAS			17.84	
		582-175.000-925.000	TELEPHONE			639.71	
		582-175.000-930.000	REPAIRS & MAINTENANCE			19.43	
		582-543.000-726.000	SUPPLIES			3.30	
		582-543.000-801.000	CONTRACTUAL SERVICES			1,799.12	
		582-543.000-920.400	UTILITIES - GAS			815.19	
		582-543.000-930.000	REPAIRS & MAINTENANCE			75.89	
		582-544.000-726.800	SUPPLIES - OPERATIONS			325.64	
		582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES			274.26	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 11/13/2020 - 11/25/2020
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: APCK

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amountcheck #
		582-544.000-930.000	REPAIRS & MAINTENANCE			444.28
		588-588.000-715.000	HEALTH AND LIFE INSURANCE			3,643.33
		588-588.000-721.000	DISABILITY INSURANCE			63.85
		588-588.000-726.000	SUPPLIES			12.00
		588-588.000-730.000	VEH./EQUIP. MAINT. SUPPLIES			501.35
		588-588.000-920.000	UTILITIES			86.96
		588-588.000-930.000	REPAIRS & MAINTENANCE			520.55
		588-588.000-955.588	MISC. - CDL LICENSING/TESTING			50.00
		590-000.000-123.000	PREPAID EXPENSES			1,787.00
		590-000.000-158.000-20	CONSTRUCTION WORK IN PROGRESS			3,965.18
		590-000.000-158.000-21	CONSTRUCTION WORK IN PROGRESS			21,885.00
		590-000.000-202.100	ACCOUNTS PAYABLE-UB REFUNDS			99.14
		590-000.000-255.000	CUSTOMER DEPOSITS			118.50
		590-175.000-715.000	HEALTH AND LIFE INSURANCE			5,979.31
		590-175.000-721.000	DISABILITY INSURANCE			141.90
		590-175.000-726.000	SUPPLIES			19.12
		590-175.000-801.000	CONTRACTUAL SERVICES			545.50
		590-175.000-808.000	AUDITING SERVICES			1,407.50
		590-175.000-810.000	DUES AND SUBSCRIPTIONS			721.61
		590-175.000-880.000	COMMUNITY PROMOTION			81.25
		590-175.000-920.400	UTILITIES - GAS			8.92
		590-175.000-925.000	TELEPHONE			167.10
		590-546.000-861.000	TRAINING & SEMINARS			50.00
		590-546.000-930.000	REPAIRS & MAINTENANCE			779.72
		590-546.000-930.950	REPAIRS & MAINT. - LIFT STATIONS			4.56
		590-547.000-726.900	SUPPLIES - LABORATORY			26.25
		590-547.000-801.000	CONTRACTUAL SERVICES			3,580.73
		590-547.000-930.000	REPAIRS & MAINTENANCE			578.88
		591-000.000-110.000	INVENTORY			1,863.60
		591-000.000-123.000	PREPAID EXPENSES			1,787.00
		591-000.000-158.000-20	CONSTRUCTION WORK IN PROGRESS			3,965.18
		591-000.000-158.000-21	CONSTRUCTION WORK IN PROGRESS			17,804.25
		591-000.000-158.000-21	CONSTRUCTION WORK IN PROGRESS			5,059.20
		591-000.000-202.100	ACCOUNTS PAYABLE-UB REFUNDS			90.09
		591-000.000-255.000	CUSTOMER DEPOSITS			118.50
		591-175.000-715.000	HEALTH AND LIFE INSURANCE			2,192.95
		591-175.000-721.000	DISABILITY INSURANCE			96.70
		591-175.000-726.000	SUPPLIES			19.13
		591-175.000-801.000	CONTRACTUAL SERVICES			4,133.07
		591-175.000-808.000	AUDITING SERVICES			1,407.50
		591-175.000-810.000	DUES AND SUBSCRIPTIONS			721.60
		591-175.000-880.000	COMMUNITY PROMOTION			81.25
		591-175.000-920.400	UTILITIES - GAS			8.92
		591-175.000-925.000	TELEPHONE			167.45
		591-543.000-930.000	REPAIRS & MAINTENANCE			22.23
		591-544.000-801.000	CONTRACTUAL SERVICES			362.82
		591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE			1,398.10
		591-545.000-801.000	CONTRACTUAL SERVICES			167.43
		591-545.000-930.000	REPAIRS & MAINTENANCE			9.49
		640-444.000-715.000	HEALTH AND LIFE INSURANCE			2,050.46
		640-444.000-721.000	DISABILITY INSURANCE			37.72
		640-444.000-730.000	VEH./EQUIP. MAINT. SUPPLIES			658.63
		640-444.000-742.000	CLOTHING / UNIFORMS			26.28
		640-444.000-801.000	CONTRACTUAL SERVICES			39.64
		640-444.000-801.301	POLICE VEHICLE REPAIR			135.42
		640-444.000-920.000	UTILITIES			140.07
		699-441.000-715.000	HEALTH AND LIFE INSURANCE			3,512.97
		699-441.000-721.000	DISABILITY INSURANCE			128.97

CITY COUNCIL MINUTES

City of Hillsdale
December 7, 2020
7:00 P.M.

Regular Meeting
Electronic Meeting (COVID-19)

Call to Order and Pledge of Allegiance

Mayor Adam Stockford opened the meeting with the Pledge of Allegiance.

Roll Call

Mayor Adam Stockford called the meeting to order. Clerk Price took roll call.

Council Members present:	Adam Stockford, Mayor R Greg Stuchell, Ward 1 William Morrissey, Ward 2 Cynthia Pratt, Ward 2 Robert Socha, Ward 4 Raymond Briner, Ward 4
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Council Members absent:	Anthony Vear, Ward 1 Bruce Sharp, Ward 3
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Council Member Zeiser, Ward 3 was in attendance at 7:08 p.m.

Present: David Mackie (City Manager), Attorney Tom Thompson, Katy Price (City Clerk), Ruth Brown, Andrew Gelzer, Mark Stout, Gene Stout and Corey Murray (HDN).

Present electronically: Jake Hammel (DPS Director), Scott Hephner (HCPS/HCFD), Chris McArthur (BPU Director), Dennis Wainscott, Jack McClain and Joe Verlin.

Approval of Agenda

City Manager Mackie requested that Communication item A. Petition: Vacation of a portion of Public Right of Way be moved to New Business F.

Motion by Council Member Morrissey, seconded by Council Member Socha to move the item to New Business F.

By a voice vote, the motion passed unanimously.

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

Roll call:	Mayor Stockford	Aye
	Council Member Morrissey	Aye
	Council Member Briner	Aye
	Council Member Socha	Aye
	Council Member Stuchell	Aye
	Council Member Pratt	Aye

Motion passed 6-0.

Public Comment

None.

Consent Agenda

- A. Approval of Bills
 - 1. City Claims of October 29, 2020: \$413,925.99
City Claims of November 13, 2020: \$89,013.47
 - 2. BPU Claims of October 29, 2020: \$444,254.82
BPU Claims of November 13, 2020: \$355,032.21
 - 3. Payroll of October 29, 2020: \$182,592.27
Payroll of November 13, 2020: \$191,911.76
- B. City Council Minutes of November 2, 2020
- C. City Council Special Meeting Minutes of November 9, 2020
- D. EDC Minutes of August 20, 2020, October 15, 2020
- E. EDC Business Review Committee of November 9, 2020, November 20, 2020, November 25, 2020
- F. TIFA Dawn Theater Governance Board Minutes of October 10, 2020
- G. Planning Commission Minutes of October 20, 2020
- H. Brownfield Redevelopment Minutes of October 29, 2020
- I. Finance Minutes of September 21, 2020, October 5, 2020, October 19, 2020, November 2, 2020 and November 16, 2020
- J. Code Enforcement Department 2020 Winter Enforcement Liens
- K. Assessing Department 2020 Winter Sidewalk Installments
- I. September 2020 Financial Report

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

Roll call:	Mayor Stockford	Aye
	Council Member Morrissey	Aye
	Council Member Zeiser	Aye
	Council Member Briner	Aye
	Council Member Socha	Aye
	Council Member Stuchell	Aye
	Council Member Pratt	Aye

Motion passed 7-0.

Communications/Petitions

- A. Petition: Vacation of a portion of Public Right of Way
- B. Electronic Board of Review Notice for December 15, 2020
- C. National Fluoridation Quality Award Email
- D. Lois Pavel Letter
- E. State of Michigan Election Letter
- F. Comcast Letter
- G. EDC Gift Card Program
- H. Hillsdale Hospital Named Best 2020-2021 Nursing Home
- I. 2020 Millage Rate Tables
- J. Full Time Police Officer
- K. Toys for Tots Hillsdale County Letter
- L. High Altitude Productions-Information Only

High Altitude Productions presented their business and offered services to the City of Hillsdale as well as submitted a brochure to council and the clerk.

Introduction and Adoption of Ordinances/Public Hearings

None

Old Business

- A. Fayette Street Project – Verbal Update

Jake Hammel updated the Fayette Street project he stated the box culvert was completed and the contractors are working on restoring and stabilizing the banks. The street should be open to local traffic only tentatively starting mid next week.

New Business

A. Audit Presentation

Joe Verlin from Gabridge & Company, PLC presented the 2020 Annual Financial Report and findings to city council. The report found that proper controls were in place and overall it was a clean report. The city also has a 20% unrestricted fund balance and is in good shape financially.

City Manager Mackie thanked Gabridge & Company, PLC for putting the audit together for the city as well as thanked finance director Tew and staff for a great job.

B. 2021 Council Meetings Dates

Motion by Council Member Briner, seconded by Council Member Pratt to approve the 2021 Council Meeting Dates as presented.

Roll call:	Mayor Stockford	Aye
	Council Member Morrissey	Aye
	Council Member Zeiser	Aye
	Council Member Briner	Aye
	Council Member Socha	Aye
	Council Member Stuchell	Aye
	Council Member Pratt	Aye

Motion passed 7-0.

C. Development Agreement- EDC Exemption under MCL 211

Motion by Council Member Briner, seconded by Council Member Stuchell to approve the EDC Development Agreement for Three Meadows as presented.

Roll call:	Mayor Stockford	Aye
	Council Member Morrissey	Aye
	Council Member Zeiser	Aye
	Council Member Briner	Aye
	Council Member Socha	Aye
	Council Member Stuchell	Aye
	Council Member Pratt	Aye

Motion passed 7-0.

D. MERS Addendum

Motion by Council Member Morrissey, seconded by Council Member Socha to approve the MERS addendum as presented.

Roll call:	Mayor Stockford	Aye
	Council Member Morrissey	Aye
	Council Member Zeiser	Aye
	Council Member Briner	Aye
	Council Member Socha	Aye
	Council Member Stuchell	Aye
	Council Member Pratt	Aye

Motion passed 7-0.

E. MDOT Annual Right of Way Permit (Resolution)

Motion by Council Member Socha, seconded by Council Member Pratt to approve the MDOT Annual Right of Way Permit. **Resolution 3434.**

By a voice vote, the motion passed unanimously.

F. Petition: Vacation of a Portion of Public Right of Way

Council discussed the petition for the portion of public right of way located on Union Street. Jake Hammel, DPS Director conversed to council that the city manages the upkeep at the right of way property and doesn't have any plans for the property in the near future.

Motion by Council Member Socha, seconded by Council Member Morrisey to send the item to the Community Development Committee for further discussion and present recommendations back to Council.

By a voice vote, the motion passed unanimously.

Miscellaneous Reports

A. Proclamation – None

B. Appointments- Housing Commission – Barbara Hamdan, EDC Board, Karena Mills.

Motion by Council Member Socha, seconded by Council Member Pratt to approve Barbara Hamdan to the Housing Commission as well as Karena Mills to the EDC board.

By a voice vote, the motion passed unanimously.

C. Other – None

General Public Comment

None

City Manager's Report

City Manager Mackie, stated there will be a street presentation at the next council meeting, December 21, 2020.

The Mayor's Reception has been canceled due to the ongoing covid related restrictions and health concerns. City Manager Mackie thanked all the boards and commission members that serve the city.

Bid documents will be posted on the website around December 15, 2020 on the Airport's parallel taxiway C extension and taxiway connector which is funded by the CARES fund with bid opening in January 2021. The fuel facility is wrapping up waiting on pumps due to Covid closures.

The airport was also presented with a new flag for the flagpole from the American Legion.

The gift card program sponsored by EDC has been a big success for local participating businesses.

St Anthony's church youth group is having their Annual Community Christmas Dinner on December 24, 2020 at no cost, pick up dinners are available at the back parking lot of the church from Noon to 2:00 p.m.

Council Comments

Council Member Socha mentioned that Gelzer's Hardware had an item they would like to be put on the next agenda pertaining to the railroad right of way.

Mayor Stockford welcomed council member Socha to council.

Adjournment

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

By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:32 p.m.

Adam L. Stockford, Mayor

Katy Price, City Clerk

City of Hillsdale 2021 Meeting Dates

	January	February	March	April	May	June	July	August	September	October	November	December
City Council	4,18	1,15	1,15	5,19	3,17	7,21	5,19	2,16	7,20	4,18	1,15	6,20
Finance Comm.	11,25	8,22	8,22	5,19	3,17,31	14,28	12,26	9,23	7,20	4,18	1,15,29	13,27
BPU	12	9	9	13	11	8	13	10	14	12	9	14
Planning Comm.	19	16	16	20	18	15	20	17	21	19	16	21
Housing Comm.	20		17		19		21		15		17	
Library		11		8		10		12		14		9
TIFA	19	-	16	-	18	-	20	-	21	-	16	-
TIFA Targeted Dev.	12	9	9	13	11	8	13	10	14	12	9	14
EDC	-	18	-	15	-	17	-	19	-	21	-	16
Shade Tree	-	6	-	-	5	-	-	4	-	3	-	-
Cemetery	-	6	-	-	5	-	-	4	-	3	-	-

Finance Committee

1/11/2021	5:15 p.m	7/12/2021	5:15 p.m
1/25/2021	5:15 p.m	7/26/2021	5:15 p.m
2/8/2021	5:15 p.m	8/9/2021	5:15 p.m
2/22/2021	5:15 p.m	8/23/2021	5:15 p.m
3/8/2021	5:15 p.m	9/7/2021	5:15 p.m (Tuesday)
3/22/2021	5:15 p.m	9/20/2021	6:30 p.m
4/5/2021	6:30 p.m	10/4/2021	6:30 p.m
4/19/2021	6:30 p.m	10/18/2021	6:30 p.m
5/3/2021	6:30 p.m	11/1/2021	6:30 p.m
5/17/2021	6:30 p.m	11/15/2021	6:30 p.m
5/31/2021	5:15 p.m.	11/29/2021	5:15 p.m
6/14/2021	5:15 p.m.	12/13/2021	5:15 p.m
6/28/2021	5:15 p.m.	12/27/2021	5:15 p.m

Meeting Locations & Times

City Council	Council Chamber, City Hall	7:00 p.m.
BPU	45 Monroe Street	7:00 p.m.
Planning Commission	Conference Room, City Hall	5:30 p.m.
Housing Commission	Hilltop Community Room	8:30 a.m.
Library	11 E. Bacon	7:00 p.m.
TIFA	Conference Room, City Hall	7:30 a.m.
EDC	Conference Room, City Hall	7:30 a.m.
Shade Tree	Conference Room, City Hall	3:00 p.m.
Cemetery Board	Conference Room, City Hall	4:15 p.m.
TIFA Targeted Dev.	Conference Room, City Hall	5:30 p.m.

BOLD: Investment Report Included

City of Hillsdale Agenda Item Summary

Meeting Date: December 21, 2020

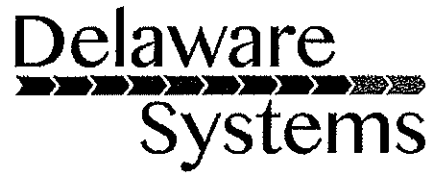
Agenda Item: Consent

SUBJECT: Bill Printing Agreement

BACKGROUND PROVIDED BY STAFF:

Earlier this year our current bill printing company Bridgestone Americas, Inc. gave us notice that they were going to discontinue service at the end of this year. Bridgestone gave the name of another company in which they recommended, Delaware Systems. Delaware systems has agreed to keep the same service for the same price as seen in the information provided. The attached agreement has been approved by the City Attorney and the BPU Board.

RECOMMENDATION: Staff recommends accepting the agreement with Delaware Systems as printed in the Proposal dated 11/06/20.



Document Management Proposal	
To:	Bonnie Tew - City of Hillsdale
Organization:	Delaware Systems a Highmark Document Solutions Partner Company
From:	Dino Tiano
Subject:	Utility Billing
Date:	11/06/20

Charges	
Set-up application:	\$ 0.00 application one time set up.
Print and Lettershop Services	0.57
Additional Simplex Pages	0.04
Insert Pages	0.07
Additional Postage 2 ounce / large / Foreign	Manifest

Thank you again for your time and attention to this quote.

Bridgestone Americas, Inc.

1655 S. Main Street
 Akron Ohio 44301-2035
 Return Service Requested

Customer Number: 786477
 Invoice Date: 9/28/2020
 Invoice Number: 612039
 Invoice Total: \$2,812.44

SOLD TO: Hillsdale Board of Public Utilities
 Attn: Bonnie Tew
 45 Monroe St.
 Hillsdale, MI 49242

REMIT TO:
 Bridgestone Americas, Inc.
 23715 Network Place
 Chicago IL 60673-1657

To insure proper credit, please return the upper portion in the enclosed envelope.

Bridgestone Americas, Inc.
 1655 S. Main Street
 Akron Ohio 44301-2035

Customer Name: Hillsdale BPU
 Customer Number: 786477
 Invoice Date: 9/28/2020
 Invoice Number: 612039
 Invoice Total: \$2,812.44

Terms of Sale: Net 30		Sales Representative: Dino Tianello	
QUANTITY	DESCRIPTION	RATE	TOTAL
<u>Print & Lettershop Services</u>			
4,380	Print & Lettershop Services*	\$0.666 / Bill**	2,479.08
1,255	Additional Simplex Pages	\$0.040 / Page*	50.20
3,638	Insert Pages	\$0.070 / Page*	254.66
	Additional Postage 2 Ounce / Large / Foreign		28.50
SUBTOTAL			2,812.44
SALES TAX			0.00
INVOICE			
TOTAL			\$2,812.44

NON-DISCLOSURE AND CONFIDENTIALITY AGREEMENT

THIS NON-DISCLOSURE AND CONFIDENTIALITY AGREEMENT (this “**Agreement**”) is made, entered into and effective this 3rd day of November, 2020 (the “**Effective Date**”), by and between HM Health Solutions Inc. d/b/a HM Document Solutions, a Pennsylvania corporation with offices located at 120 Fifth Avenue, Pittsburgh, Pennsylvania 15222 (“**HMDS**”), and The City of Hillsdale Board of Public Utilities, a Michigan Board of Public Utilities with offices located at 45 Monroe St. Hillsdale, MI 49242 (“**Client**”) (collectively, HMDS and Client are the “**Parties**” and each, a “**Party**”). The rights and benefits of HMDS under this Agreement may be extended by HMDS, in its sole discretion, to its Parent and any and all of its subsidiaries and Affiliates without consent of Client.

RECITALS

WHEREAS, the Parties desire to engage in discussions and negotiations concerning a potential business relationship where HMDS will be performing print-related services for Client, and both Parties will provide, receive and discuss certain information; and

WHEREAS, in conjunction with these discussions between the Parties, such information may be information which either Party identifies or designates as proprietary and confidential and not intended for public disclosure; and

WHEREAS, prior to disclosing any such information, the Parties desire to enter into an agreement which sets forth the appropriate terms and conditions for the use and disclosure of such information;

NOW THEREFORE, in consideration of the promises, and the mutual covenants, agreements and conditions set forth herein, the receipt and sufficiency of such consideration are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

TERMS AND CONDITIONS

1. SCOPE.

- 1.1. During the term of this Agreement, the Parties shall have the right to use the Confidential Information (as defined in Section 2) for the sole and limited purpose of evaluating the business arrangement, or any other purpose expressly authorized in writing by the disclosing Party (the “**Purpose**”).
- 1.2. The Parties acknowledge and agree that in conjunction with discussions between the Parties, the disclosing Party (the “**Discloser**”) will disclose certain Confidential Information to the other Party (the “**Recipient**”) which it identifies and designates as proprietary and confidential and not intended for public disclosure.

2. DEFINITION OF CONFIDENTIAL INFORMATION.

- 2.1. “**Confidential Information**” means all information provided by or on behalf of Discloser and obtained by or provided to the Recipient, including, but not limited to: (i) this Agreement and any negotiations, discussions or agreements entered into pursuant to this Agreement; (ii) pricing, revenue, cost, profit, capitalization, financial, accounting, personnel, management, procurement, commercial and operational data; (iii) marketing, business and sales plans, projections and forecasts; (iv) products

and services including development and strategy plans; (v) client/customer and prospective client/customer information; (vi) provider networks, contracts, information and strategies, benefit contracts, reimbursement rate information, bonus or incentive programs, member and subscriber information, wellness programs, member engagement initiative and benefit plans; (vii) technical information, discoveries, inventions, ideas, research, experimental work, concepts, know-how, techniques, processes and procedures, systems, designs, specifications, drawings, sketches, blueprints, tracings, diagrams, models, samples, flow charts, data, algorithms, computer programs, architectures and software and programming code; and (viii) any trade secrets as defined by applicable law.. Whether any such information constitutes Confidential Information will not depend on whether such information is written, visual, oral or in any other tangible or intangible form must be marked "confidential" or "proprietary".

2.2. Confidential Information shall also include: (a) analyses, compilations, notes, studies or other documents prepared by or on behalf of the Disclosing Party or any of its Representatives to the extent they contain, reflect or are based upon or derived from any such Confidential Information of Disclosing Party; and (b) any derivatives ("**Derivatives**"). The term Derivatives shall mean: (x) for copyrightable or copyrighted material, any translation, abridgment, revision or other form in which an existing work may be recast, transformed or adapted; (y) for patentable or patented material, any improvement thereon or modification thereof; (z) for trade secret material, any new material derived from such trade secret material, including new material that may be protected by copyright, patent and/or trade secret, statutes, regulations or common law.

2.2.1. "**Affiliate**" shall mean any legal entity that directly or indirectly controls, is controlled by, or is under common control with a Party. For purposes of this definition, "**control**" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a Party or entity, whether through the ownership of voting securities, by contract or otherwise.

3. **CONFIDENTIALITY OBLIGATIONS.**

3.1. Recipient shall not distribute, disclose or disseminate any Confidential Information, in any way, to any other person, corporation or entity (except those Representatives, as defined in Section 3.2, who have a definable need to receive the Confidential Information for purposes of furthering the Purpose), or use for any purpose other than the permitted Purpose, including for its own benefit, except as provided in this Agreement, any Confidential Information it receives from Discloser.

3.2. Recipient agrees to (i) treat and direct its Affiliates and its and their respective officers, directors, employees, subcontractors, representatives, counsel and other advisors and agents (collectively, "**Representatives**") to treat as confidential all such Confidential Information, whether or not identified as secret and confidential, and to keep such information in strictest confidence; (ii) use such Confidential Information only in connection with its intended purpose and for no other purpose; and (iii) unless otherwise provided, not disclose any such information or make publicly available any reports, recommendations and/or work product that is produced in connection therewith, nor use it in any other manner whatsoever.

3.2.1. If any Confidential Information is disclosed to a Representative, such Representative shall be informed at the time of such disclosure of the confidential nature of the information and the contents of this Agreement and shall agree to be bound by confidentiality obligations no less stringent than the confidentiality obligations of this Agreement.

3.3. Recipient shall notify Discloser within ten (10) business days of discovery of a breach of the confidentiality obligations expressed in this Agreement including the discovery of any unauthorized (a) use, (b) disclosure or (c) access to Discloser's Confidential Information. For purpose of this definition, "discovery" shall mean the time the breach or unauthorized (a) use, (b) disclosure or (c) access to Discloser's Confidential Information was known, or, in the exercise of reasonable diligence, should have been known.

4. STANDARD OF CARE.

4.1. Both Parties shall use at least the same degree of care (but no less than reasonable care) to avoid inadvertent or unpermitted use, disclosure or access of the Confidential Information that it employs with respect to its own proprietary, confidential, or financial information of like kind which it does not wish to have disseminated, published or disclosed.

5. INAPPLICABILITY OF RESTRICTIONS.

5.1. There shall be no restriction under this Agreement with respect to any portion of the Confidential Information which:

5.1.1. is known to Recipient at the time of its disclosure without violation of any obligation of confidentiality or applicable law;

5.1.2. is or becomes publicly known through no wrongful act of Recipient;

5.1.3. is received from a third party without breach of the third party's confidentiality obligations (to the extent known by Recipient), applicable law, or the restrictions contained in this Agreement;

5.1.4. is independently developed by Recipient without use of or reference to Discloser's Confidential Information, as proven by written records of Recipient; or

5.1.5. is approved for release by Discloser, provided such release is in writing and expressly designates that the Confidential Information is no longer considered confidential or proprietary.

5.2. Notwithstanding anything to the contrary herein, this Agreement does not prohibit either Party from disclosing Confidential Information if it is required to do so by court order or government agency of competent jurisdiction, so long as Recipient provides prior written notice of such required disclosure to Discloser (to the extent permitted by applicable law), so that Discloser may have sufficient time to object or seek protective order before release is required. If prior notice is not permitted by law, Recipient shall take reasonable and lawful actions to avoid and/or minimize the extent of such disclosure including, but not limited to, disclosing the minimum necessary information. To the extent reasonably practicable, any such disclosure shall be subject to the confidentiality protections set forth in this Agreement.

6. OWNERSHIP.

6.1. Except as otherwise provided herein, all Confidential Information delivered by Discloser to Recipient, pursuant to this Agreement shall be and shall remain the property of Discloser and shall be returned to or destroyed upon Discloser's written request, and no license or other rights to the Confidential Information are granted or implied hereby. Any destruction of Confidential Information, as requested by the Discloser, shall be certified in writing to Discloser.

6.1.1. Notwithstanding the foregoing, Confidential Information may be retained in backup media maintained in the ordinary course of Recipient's business; provided (a) the backup media is destroyed or "cycled" in the ordinary course of Recipient's business and (b) the confidentiality obligations

contained herein survive with regard to such Confidential Information until such a time that the Confidential Information can no longer be restored.

7. NO WARRANTY.

ALL CONFIDENTIAL INFORMATION IS PROVIDED "AS IS" AND WITHOUT ANY WARRANTY, EXPRESS, IMPLIED OR OTHERWISE, REGARDING ITS ACCURACY, COMPLETENESS OR PERFORMANCE.

8. TERM AND TERMINATION.

8.1. The term of this Agreement shall commence on the Effective Date and continue until this Agreement is terminated as provided in this Section 8.

8.2. Either Party may terminate this Agreement upon fifteen (15) days, prior written notice of such termination to the other Party.

8.3. The restrictions and obligations contained in this Agreement regarding Confidential Information shall survive termination of this Agreement for a period of three (3) years thereafter, or for as long as the Confidential Information is a trade secret under applicable law, unless otherwise agreed to in writing by the Parties.

9. INJUNCTIVE RELIEF.

9.1. The Parties acknowledge that the disclosure of the Confidential Information may give rise to irreparable injury, inadequately compensable in damages and that Discloser may seek to obtain injunctive relief against the breach or threatened breach of any of the provisions of this Agreement in addition to any other remedies which may be available. The Parties hereby consent to the seeking of such injunctive relief to the full extent permitted by law.

9.2. Both Parties expressly agree that any breaching Party hereto shall bear all reasonable costs and expenses, including reasonable attorneys' fees and costs, incurred by the non-breaching Party in enforcing the provisions of this Agreement.

10. NOTICES.

10.1. Any notice, amendment, or consent required or permitted under this Agreement shall be in writing and transmitted to the recipient by either: (i) electronic communication in accordance with Section 10.1.3; (ii) courier delivery; (iii) Federal Express or similar overnight courier delivery; or (iv) U.S. certified mail, return receipt requested, and postage prepaid. Notices or communications shall be deemed duly given upon the date of courier or Federal Express delivery, or in the case of transmittal

by U.S. certified mail, return receipt requested, the date the return receipt is signed or delivery is rejected. Notices to either Party shall be sent to the respective address set forth in Section 10.2 below:

10.2. Addresses for Notification.

<p>HM Health Solutions Inc. d/b/a HM Document Solutions Fifth Avenue Place 120 Fifth Avenue Pittsburgh, PA 15222 Attention: President</p> <p>With a copy to: Chief Legal Officer</p>	<p>The City of Hillsdale Board of Public Utilities 45 Monroe St. Hillsdale, MI 49242</p> <p>Attention: _____</p> <p>Email Address: _____</p>
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10.3. If either Party identifies an electronic mailing address in Section 10.2, notice shall be deemed duly given, if addressed to such electronic mailing address, three (3) business days after posting or transmission, or earlier if confirmed by the receiving Party.

10.4. Either Party may designate a different address by notice to the other Party in accordance with this Section 10, provided such notice is sent by a duly authorized representative of the Party designating a different address.

11. MISCELLANEOUS.

11.1. Governing Law.

This Agreement and obligations of the Parties shall be interpreted, construed and enforced in accordance with the laws of the State of Michigan/Commonwealth of Pennsylvania, without regard to its conflict of law provisions that would require the application of any other law.

11.2. Headings.

Headings used in this Agreement are for reference purposes only and shall not be used to interpret or modify the meaning of the terms and conditions of this Agreement.

11.3. No Assignment.

This Agreement shall be binding upon both Parties and their successors and assigns. Neither Party shall assign this Agreement nor any Confidential Information received pursuant to this Agreement without the other Party's prior written consent.

11.4. No Waiver.

No failure or delay by either Party in exercising any right under this Agreement shall constitute a waiver of that right. The waiver by either Party of any breach or violation of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach or violation hereof.

11.5. Interpretation.

Unless the context clearly indicates otherwise, (i) references to a Party's agreement, consent, notice, request or approval mean written and signed agreement, consent, notice or approval, (ii) the words

“will” and “shall” have the same meaning, which is obligatory, and (iii) the word “including” means “including, without limitation” (so that it does not limit the scope of the word or phrase to which it is applied).

11.6. Construction.

The Parties agree that the terms of this Agreement result from negotiations between them. This Agreement will not be construed in favor of or against either Party by reason of authorship.

11.7. Counterparts.

This Agreement may be executed in any number of counterparts and each such counterpart shall be deemed to be an original, but all such counterparts when taken together, shall form one and the same legal instrument.

11.8. Severability.

Should any provision of this Agreement be held by a court to be unenforceable, such provision shall be modified by the court and interpreted so as to best accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this Agreement shall remain in full force and effect.

11.9. Entire Agreement.

This Agreement constitutes the entire agreement and understanding of the Parties with respect to the subject matter set forth herein. Any amendment or modification of this Agreement shall be in writing and executed by duly authorized representatives of the Parties.

[SIGNATURE PAGE IMMEDIATELY FOLLOWS]

IN WITNESS WHEREOF, the Parties have read this Agreement and agree to be legally bound by it and therefore have caused it to be signed by their duly authorized representatives.

The City of Hillsdale Board of Public Utilities	HM Health Solutions Inc. d/b/a HM Document Solutions
By:	By:
Name:	Name:
Title:	Title:
Date:	Date:

City of Hillsdale

Agenda Item Summary

Meeting Date: December 21, 2020

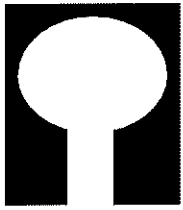
Agenda Item: Consent

SUBJECT: 1,000,000 Gallon Composite 2020 Water Tower Painting Project

BACKGROUND PROVIDED BY STAFF:

In September 2019 the 1,000,000 gallon water tower on Uran Street was inspected. It was recommended by Dixon, the engineering company that performed the inspection, that an extensive reconditioning was needed. With this reconditioning both the outside of the tank and the inside of the tank will need to be sandblasted and recoated. The dry interior will also need repainted along with a mechanical mixer installed. Reconfiguration of the overflow was required by EGLE and will also be part of this project. This project was included in the FYE 2021 Budget in the amount of \$700,000. This project was out for bid in October with the bid opening on October 22. There were a total of eight bidders for this project. The low bidder was Viking Ind. Painting Omaha, NE. Dixon has not worked with them in the past so they performed a check on references and a pre-qualification. Viking has met the minimum requirements of Dixon Engineering as stated in the documentation.

RECOMMENDATION: Staff recommends awarding the 1,000,000 Gallon Composite 2020 Water Tower Painting Project to Viking Ind. Painting for the amount of \$472,750.



DIXON

**ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY**

1104 Third Ave.
Lake Odessa, Michigan 48849
Office: (616) 374-3221

11/10/2020

Ms. Kristin Bauer, City Engineer
Hillsdale Board of Public Utilities
45 Monroe St.
Hillsdale, MI 49242

Dear Kristin:

Dixon Engineering, Inc. (DIXON) has reviewed the Prequalification Application information that was submitted by Viking Industrial Painting (Contractor). The Contractor had filled out the form requesting to be pre-qualified for reservoirs up to 10 million gallon capacity without containment and elevated tanks up to 2 million gallon capacity without containment.

The Contractor's submitted work experience included a reference to a two million gallon tank with containment for the Malvern, Arkansas. I reached out to the engineer for the project and have not received a return call. I did contact other references and received a positive response from Landmark Structures who builds composite style tanks. They reported that Viking always met their timelines and they didn't have any issues with their work. Landmark Structures informed DIXON that they will continue to work with Viking Industrial Painting on future projects.

Our experience with Viking is limited to a project in Maine, Wisconsin where Viking was a subcontractor to Phoenix Tank. The coating work was acceptable but there were issues with communication and site clean-up at the completion of the project.

Pre-qualification is based on financial, surety bonding and performance in the industrial tank painting industry. Viking Industrial Painting has been painting elevated tank structures since 2001. Dixon Engineering makes no claim or guarantee to Viking Industrial Painting's performance on current or past projects, only to acknowledge they have provided information to indicate they have the experience and equipment to complete elevated tank painting projects. Viking Industrial Painting has met the minimum requirements to be considered as a pre-qualified contractor with Dixon Engineering, but their status is considered as pending until they successfully complete a Dixon Engineering project.

If you have any questions, feel free to contact me.

Sincerely,

Aaron Eckert
Inspection Department Supervisor
Dixon Engineering, Inc.
Office (616)374-3221 ext. 319
Cell (269)838-0622

Hillsdale, Michigan - 1,000,000 Gallon Composite
 2020 Water Tower Painting Project -October 22, 2020 - 2:00 P.M.

Classic Protective	Clearcreek Coatings	Advanced Rehab Tech.	GL Tank Sandblasting & Coating	V & T
Menomonie,	New Carlisle,	Bryan,	Shelbyville,	Farmington Hills,
WI	OH	OH	TN	MI
Section 03 00 00				
Catch Basin (1)	15250.00		5000.00	500.00
Section 05 00 00				
Overflow Pipe Discharge Valve (1)	3900.00		2000.00	1500.00
Cathodic Clips & Coupling (2)	3300.00		2500.00	1000.00
Roof Painter's Railing (3)	6950.00		8000.00	9000.00
Bird Deterrent Spikes (4)	1800.00		2500.00	500.00
Total Section 05 (1-4)	15950.00		15000.00	12000.00
Section 09 97 13				
Exterior Repaint w/ Containment (1)	349400.00		240000.00	256000.00
Wet Interior Repaint (2)	284900.00		195000.00	195000.00
Dry Interior Partial Repaint (3)	57600.00		6000.00	15000.00
Total Section 09 (1-3)	691900.00		441000.00	466000.00
Section 13 00 00				
Mechanical Mixer (1)	20700.00		28000.00	20000.00
Project Total	743800.00		486000.00	498,500.00
Bid Bond	✓		✓	✓

Hillsdale, Michigan - 1,000,000 Gallon Composite
 2020 Water Tower Painting Project - October 22, 2020 - 2:00 P.M.

LC United	Seven Brothers	I & T	Kountoupes Painting	Viking Ind. Painting
Sterling Hgts, MI	Shelby Twp., MI	Shelby Twp., MI	Farmington Hills, MI	Omaha, NE
Section 03 00 00				
Catch Basin (1)	2,500.00	4,500.00	6,000.00	3,500.00
Section 05 00 00				
Overflow Pipe Discharge Valve (1)	8,500.00	4,500.00	3,000.00	4,230.00
Cathodic Clips & Coupling (2)	2,500.00	2,000.00	2,000.00	2,500.00
Roof Painter's Railing (3)	5,000.00	9,000.00	8,000.00	5,000.00
Bird Deterrent Spikes (4)	4,500.00	6,800.00	5,000.00	3,500.00
Total Section 05 (1-4)	20,500.00	22,300.00	18,000.00	15,230.00
Section 09 97 13				
Exterior Repaint w/ Containment (1)	298,000.00	312,600.00	330,000.00	243,170.00
Wet Interior Repaint (2)	188,000.00	192,000.00	240,000.00	182,450.00
Dry Interior Partial Repaint (3)	31,000.00	37,000.00	25,000.00	8,900.00
Total Section 09 (1-3)	517,000.00	541,600.00	615,000.00	434,520.00
Section 13 00 00				
Mechanical Mixer (1)	21,000.00	19,500.00	10,000.00	19,500.00
Project Total	561,000.00	577,300.00	655,000.00	472,750.00
Bid Bond	✓	✓	✓	✓

SECTION 00 05 00

BID/AGREEMENT FORM FOR CONSTRUCTION CONTRACT

The terms used in this Bid/Agreement Form with initial capital letters have the meanings stated in the Instructions to Bidders, Supplemental Instructions to Bidders (if applicable), the General Conditions, and the Supplementary Conditions.

ARTICLE 1 – BID/AGREEMENT SIGNATURES AND BID

1.01 By signing this Bid Proposal, Contractor acknowledges that this Bid Form becomes an Agreement upon acceptance and signature of Owner below in Article 2.

1.02 Receipt of Addenda – Bidder hereby acknowledges receipt of the following Addenda:
Attach sheet if more rows are needed.

Addendum Number	Addendum Date	SIGNATURE -Addendum Received
—	—	—

1.03 Base Bid – Bidder will complete the Work in accordance with the Contract Documents, including all labor and material, for the following Total price which is the Sum of prices from the Schedule of Values. Section 00 06 00:

four hundred seventy two thousand seven hundred ^{fifty} ^{dollars} \$ 472,750.00

Lump Sum Prices are based on the Schedule of Values – Section 00 06 00.

Unit Prices have been computed in accordance with the General Conditions and listed in Schedule of Values.

Bidder acknowledges that estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

Bidder acknowledges that Lump Sum bids are actually itemized bids based on the Schedule of Values, and further agrees and acknowledges the alternatives and conditions set forth in the Schedule of Values.

1.04 This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

1.05 BIDDER hereby submits this Bid to:

Owner: Hillsdale Board of Public Utilities

Address of Owner: City Hall, 97 North Broad St., Hillsdale, MI 49242

Bidder: Viking Painting
(typed or printed name of organization)
By: [Signature]
(individual's signature)
Name: John Snodgrass
Title: Vice President
Date: 10-20-20

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest: [Signature]
(individual's signature)
Name: Rory Sudbeck
Title: President
Date: 10-20-20

Address for giving notices: P.O. Box 24162 Omaha, Ne. 68124

Bidder's Contact and Agent for Service or Process:

Name: John Snodgrass
Title: V.P.
Phone: 402-639-3428
Email: john@viptznks.com

(Email will be used for Electronic Document Transfer Protocol.)

All Business Entities

Date of Qualification to do business in Michigan [State Where Project is Located] is 6/12/88.

ARTICLE 2 – AGREEMENT SIGNATURES

2.01 Owner's signature as Party to Agreement, Changes Bidder's Status to Second Party to Agreement, Contractor.

AGREEMENT: IN WITNESS WHEREOF, Contractor has signed this Agreement as Bidder. Owner has signed Agreement in duplicate and one counterpart each has been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or identified by Owner and Contractor or on their behalf. (a third copy or original has been delivered to DIXON)

This Agreement will be effective on, June 16, 2020 (which is the Effective Date of the Agreement).

OWNER: Viking Painting

By: [Signature]

Title: Vice President

ARTICLE 3 – BIDDER TO CONTRACTOR

3.01 The above signed Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner by Owner signing above and transforming this Document into a combined Bid/Agreement Form and:

- A. Agrees to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.
- B. Agrees to accept all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.
- C. Bidder accepts all the terms and conditions of the combined Bid/Agreement form. (The Bid/Agreement form is an attempt to shorten the time period between submittal and award.) Bidder's signature is an acceptance of all terms of the Bid and Agreement sections.

ARTICLE 4 – ATTACHMENTS TO THIS BID

4.02 The following documents are submitted with and made a condition of this bid:

- A. Required bid security, including evidence of authority to do business in the state of the project; or a written covenant to obtain such authority within the time for acceptance of bids.
- B. Contractor's license number as evidence of bidder's state contractor's license or a covenant by bidder to obtain said license within the time for acceptance of bids.
- C. Bidder qualification statement with supporting data (submitted 10 days prior to bid opening), unless contractor is prequalified.

ARTICLE 5 – TIME OF COMPLETION

- 5.01 Bidder agrees that the Work will be substantially complete and will be completed and Ready for Final Payment in accordance with the General Conditions on or before the dates or within the number of calendar days indicated in this Bid/ Agreement, or in the Project Summary.
- 5.02 Bidder accepts the provisions of the Agreement as to liquidated damages, Special damages, and Set-offs in the event of failure to complete the Work within the Contract Times, or within Milestone dates or in compliance with the specifications and General Conditions.

ARTICLE 6 – BIDDER'S REPRESENTATIONS AND CERTIFICATIONS

6.01 Bidder's Representations

- A. In submitting this Bid, Bidder represents the following:
 - 1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
 - 2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - 3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 - 4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings, if any.
 - 5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
 - 6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding

Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.

7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work in the State required by the Bidding Documents (Project).
12. Bidder has been prequalified for projects of this design, size, and complexity, or submitted Qualification forms ten (10) days prior to Bid Opening.

6.02 Bidder's Certifications

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph:
 - a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
 - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.

- c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
- d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

6.03 Affirmations of Bidder Transferred to Contractor

- A. All references to Bidder in Paragraph 6.01 and 6.02 in these affirmations, representations, and certifications will change to the term Contractor if this Bid becomes an Agreement.

ARTICLE 7 – TIME REQUIRED TO EXECUTE AGREEMENT

- 7.01 Time Framework for Award Execution –** The Owner will open bids on the bid date. After opening, no bid may be withdrawn or altered for sixty days, unless specifically stated elsewhere. The Owner may negotiate with the low Bidder and mutually both parties may alter bid (i.e. partial award of project).

The Bidder will be notified of award within sixty days of bid date, unless stated elsewhere or mutually extended. Notice of Award form will be sent by fax, mail, or email. Within ten business days of Notice of Award, supply the Engineer with three original sets of separate Payment, Performance, and Maintenance Bonds. Supply three original sets of Certificates of Insurance meeting requirements of Supplementary Conditions 6.02 – 6.07. Insurance companies and insurance forms must be standard to the industry and acceptable to the Owner. Failure to submit bonds and/or insurance within the time frame will be considered a default, a failure to perform as required by the Bid Bond. The Owner, at his option, may waive default, delay default, or proceed with capture of the Bid Bond as liquidated damages which will become the Owner's property.

Bonds and insurances are to be submitted to the Engineer for review. The Owner will within twenty days of receipt of approved bonds and insurances from the Engineer execute the Agreement and send a signed copy to the Contractor.

The executed copy will be accompanied by three copies of the Notice to Proceed. Within five days of the date on the Notice to Proceed, the Bidder shall sign the Notice to Proceed and return a copy to the Engineer. If the Engineer does not receive the accepted Notice to Proceed in five days, then the Notice to Proceed will be considered accepted by default.

The Notice to Proceed will be dated on or around the Effective Date of Agreement.

ARTICLE 8 – BID ACCEPTANCE

8.01 Bid Acceptance:

- A. The above Bid is accepted by the Owner and shall become a Contract Agreement binding on all parties after signing by an authorized representative of the Owner in Article 2 of this Bid/Agreement Form.

- B. All references in the second portion of this form are Agreement terminology. Bidder is now referred to as Contractor. Where appropriate, the term Bidder in the Bid/Agreement form is changed to Contractor.

ARTICLE 9 – ENGINEER

- 9.01 The Owner has retained Dixon Engineering, Inc. (DIXON) to act as Owner's representative, assume all duties and responsibilities of Engineer, and RPR, and have the rights, limitations of responsibility, and authority assigned to Engineer in the Contract.

ARTICLE 10 – CONTRACT TIMES

10.01 Time is of the Essence

- A. All time limits for Milestones, if any, Substantial Completion, and completion and Readiness for Final Payment as stated in the Project Summary and these Contract Documents are of the essence of the Contract.
- B. The Work shall be Substantially Completed, and completed and ready for Final Payment on or before the dates or time period as required by the Project Summary 00 00 40.

10.02 Liquidated Damages

- A. Contractor and Owner recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed within the times specified in the Project Summary 00 00 40, plus any extensions thereof allowed in accordance with the General Conditions and approved Change Order. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that Liquidated Damages are for delay (but not as a penalty) and agree to the Liquidated Damages listed in the Project Summary 00 00 40.
- B. If Milestones are identified in the Project Summary 00 00 40 as essential to the proper sequencing/or coordination of work with others, or to the successful compliance with the project Substantial Completion date, Liquidated Damages are identified in the Project Summary.
- C. Liquidated damages for failing to timely attain Milestones, Substantial Completion, and final completion are additive, and will be imposed concurrently.

10.03 Special Damages

- A. Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in the Project Summary for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.
- B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, and administrative services needed after the time specified

in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), and if necessary to hire other Contractors to complete portions of the Work, until the Work is completed and ready for final payment.

- C. The special damages imposed in this paragraph are supplemental, in addition to, any liquidated damages for delayed completion established in this Agreement.

ARTICLE 11 – CONTRACT PRICE

- 11.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Schedule of Values and this Bid/Agreement.
- 11.02 As provided in the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 12 – PAYMENT PROCEDURES

12.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment in accordance with the General Conditions. Applications for Payment will be processed by DIXON as provided in the General Conditions.

12.02 Progress Payments; Retainage

- A. Owner shall make progress payments on the basis of Contractor's Applications for Payment once each month during performance of the Work as provided in Paragraphs 12.02.A.1 through 12.02.A.7 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established and by protocol as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided in the General Conditions. The following is a protocol used for partial completion of an individually listed lump sum item e.g. wet interior painting. All items may not apply to this Agreement.

1. The wet interior, surface preparation by abrasive blast cleaning will be considered equal to 40 percent of the line item and each coat of paint 20 percent.
2. The exterior, surface preparation by abrasive blast cleaning inside containment will be considered equal to 40 percent of the line item and each coat of paint 10 percent, with another 10 percent for lettering and demobilization, and 10 percent for waste disposal.
3. Dry interior painting and repairs will not be broken down. 100 percent completion is required before they will be considered for payment.
4. Mobilization is included in the surface preparation allotment for the items above.

- C. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated above but, in each case, less the aggregate of payments

previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract. Retainage to be held as follows: 10% of the dollar value through 50% completion; 5% of the dollar value through 100% completion.

- D. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 90 percent of the Work completed, less such amounts set off by Owner pursuant to the General Conditions, and less 150 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

12.03 Final Payment, Consent of Surety

- A. Upon final completion and acceptance of the Work in accordance with the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer.
- B. Owner reserves the right to not make final payment, or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release. Determination to require Consent will be based on the Engineer's sole decision as to the level of confidence in Contractor's Work practices, their payment of employees, certified payrolls (when required), or the potential of future claims against the Owner or Contractor.
- C. Nothing in this Article 12 imposes a requirement on the Contractor to submit once monthly invoices or statements. This article establishes the Protocol to follow if requesting Partial Payments. The Contractor, at their option may submit one final pay request per Article 15 of the General Conditions.

ARTICLE 13 - CONTRACT DOCUMENTS

13.01 Contents

- A. The Contract Documents consist of the following:
 - 1. This Bid/Agreement including Sections 00 00 40 Project Summary and 00 06 00 Schedule of Values.
 - 2. Performance bond.
 - 3. Payment bond.
 - 4. Maintenance (Warranty) bond
 - 5. General Conditions,
 - 6. Supplementary Conditions,
 - 7. Technical Specifications and Drawings (if any) as listed in the table of contents of the Contract Documents.
 - 8. Addenda as listed on page 1.
 - 9. Exhibits to this Agreement (enumerated as follows):
 - a. Michigan – Iran linked Business Certification.

10. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Order(s).
 - d. Field Orders.
- B. There are no Contract Documents other than those listed above in this Article 13.
- C. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 14 - MISCELLANEOUS

14.01 Assignment of Contract

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

14.02 Successors and Assigns

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

14.03 Severability

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

IRAN LINKED BUSINESS CERTIFICATION

The undersigned Bidder does hereby certify, pursuant to Michigan Public Act 517 of 2012, that:

Bidder is not a person engaging in investment activities in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran, or

Bidder is not a financial institution that extends credit to another person if that person will use the credit to engage in investment activities in the energy sector of Iran.

Date: 10-20-20

Viking Painting

By: John Snodgrass

Its: JS

SECTION 00 06 00
SCHEDULE of VALUES

PART 1

1.01 LINE ITEMS

A. Bidder agrees to perform all work in the following sections as described in the Contract Documents, including all labor and material for the following Schedule of Values – Section 03 00 00:

1. CATCH BASIN
\$ 3,500.00

B. Bidder agrees to perform all work in the following sections as described in the Contract Documents, including all labor and material for the following Schedule of Values – Section 05 00 00:

1. OVERFLOW PIPE DISCHARGE VALVE
\$ 4,230.00

2. CATHODIC CLIPS AND COUPLING
\$ 2,500.00

3. ROOF PAINTER'S RAILING
\$ 5,000.00

4. BIRD DETERRENT SPIKES
\$ 3,500.00

TOTAL PRICE SECTION 05 00 00 INCLUDING #1 THROUGH #4:
\$ 15,230.00

C. Bidder agrees to perform all work in the following sections as described in the Contract Documents, including all labor and material for the following Schedule of Values – Section 09 00 00:

1. EXTERIOR REPAINT WITH CONTAINMENT
\$ 243,170.00

2. WET INTERIOR REPAINT
\$ 182,450.00

3. DRY INTERIOR PARTIAL REPAINT

\$ 8,900.00

TOTAL PRICE SECTION 09 00 00 INCLUDING #1 THROUGH #3:

\$ 434,520.00

D. Bidder agrees to perform all work in the following Sections as described in the Contract Documents, including all labor and material for the following Schedule of Values – Section 13 00 00:

1. MECHANICAL MIXER

\$ 19,500.00

TOTAL PRICE SECTION 03 00 00, 05 00 00, 09 00 00 AND 13 00 00:

SECTION 03 00 00:	\$ 3,500.00
SECTION 05 00 00:	\$ 15,230.00
SECTION 09 00 00:	\$ 434,520.00
SECTION 13 00 00:	\$ 19,500.00
PROJECT TOTAL:	\$ 472,750.00

1.02 TOTALS

A. Project Total Base Bid is to match total Base Bid price supplied in Bid/Agreement form.

1.03 MISTAKES

- A. Project Total of Schedule of Values paragraph should equal sum of individual items. If the addition of individual items does not match total, then each individual item will be added again and the math corrected.
- B. A mistake in addition for schedule items cannot be used to increase lump sum bid. If Bid correction results in an increased price, then Owner may accept, may request Bidder to reduce all individual item prices proportionally, or may reject Bid.
- C. Mistakes discovered after Award, even after completion will adjust Price downward only. It is the Contractor/Bidders responsibility to recheck prices prior to Award.
- D. A mistake in Schedule of Values may be used as evidence of error in any request to withdraw bids because of error. Approval of request to withdraw bids is covered in the Information for Bidders. This section is not intended to conflict any portion of the bid package. Approval of bid withdrawal will be based solely on the Owner's interpretation of the severity of the mistake.



Viking Industrial Painting (V.I.P.) was established in 2001 in Northern Iowa as an industrial tank painting company, specializing in the Water Tower Industry. For nearly 20 years Viking has actively worked with engineers, third party inspectors, and tank owners to renovate and protect their steel tanks. Viking has also worked with tank maintenance providers and new fabricators completing the field painting of the new tank construction process.

Viking Industrial Painting has been successful due to our attention to detail and our motto "To do the right thing". Because of this motto, and our desire to take care of both our customers and our team members, Viking Industrial Painting has maintained a great reputation as one of the premier tank painting companies in the Midwest.

Now located in Omaha, Nebraska with service representatives in Nebraska, Iowa, South Dakota, and Kansas we continue to grow our company through those same values. We offer not only quality tank painting and repair, but also offer short-term and long-term maintenance plans for all styles of water tanks. We take a consultative approach to develop a plan that proactively protects your tank and allows for financial planning and fixed expenses for ease of annual budgeting.

Viking Industrial Painting has invested in our team on both the Sales and the Operational side of our company to ensure our customers are taken care of from initial consultation to the completion of your project. We offer NACE Level 3 certified coatings inspection and work closely with AWWA to stay current with the ever-changing water industry. We sit on several of the National AWWA Tank Standard committees to help educate tank owners with best practices on how to maintain and operate their steel water tanks. Viking Industrial Painting has many years of Tank and Painting experience to help plan and execute your tank maintenance project.

John Snodgrass—Principal

John has worked in the tank maintenance business since 2002. He has held positions from a local Sales Representative to all levels of Sales Management. John is a NACE Level 3 Coatings Inspector and works with AWWA on a National level for both the D101 Tank Inspection Standard and the M42 Tank Reference guide. He has provided training on a National Level and with many State AWWA and Rural Water Associations, educating people about the importance of Tank Maintenance and Water Quality. John attended Pittsburg State University and served in the United States Marines Corp before starting in the tank industry.

Rory Sudbeck—Principal

Rory grew up in the industrial painting business as his father owned an industrial painting business for many years. Rory worked with his father to learn the business before leaving home to attend Bellevue University. After college Rory worked and then became part owner of a firm representing and distributing Tnemec Coatings in Nebraska, Iowa, and South Dakota. Rory worked closely with engineers, contractors, and owners to ensure proper surface prep and coating specification/application with Tnemec for over 12 years before deciding to specialize in the water tank industry.

Monte Lund—Field Superintendent

Monte started working in the industrial painting business in 1986 in Minnesota. He blasted and painted for a contractor for 10 years before deciding to start his own tank painting business with a partner in 1996. They owned and operated this business for 5 years until Monte decided to move to Northern Iowa and start Viking Industrial Painting in 2001. Monte owned and operated Viking as a successful company for many years before selling his company to John and Rory. Monte will continue to provide solid operational support to ensure a smooth transition and plans to stay on for several years.

Scott Jones—Foreman

Scott has been in the tank and industrial coating industry for many years and works hand in hand with Monte to ensure successful projects and that we provide a safe and productive working environment for our team. Scott is also one of the nation's leading experts running and blasting with the Versa-Blaster. This is a self-contained piece of blasting equipment that can help with environmental concerns and increase blasting productivity.



Ben Rinke—Director of Operations

Ben is a graduate of the University of Sioux Falls and a construction professional with nine years of experience. He has served in multiple capacities in the water storage industry including field work, construction management, quality control, and project supervision. Ben uses sound communication skills to keep information flowing and projects on track. He is both NACE-Certified Coating Inspector Level 3 and SSPC-Lead Paint Removal (C3) Certified. Having a proven record of providing effective quality control and a firm approach to problem solving, he quickly wins respect from subcontractors and field crews alike. Ben is passionate about efforts to continuously improve upon and streamline business practices while simultaneously respecting the product, craft, and people involved with executing it.

Brandon VanderMey—Field Sales Representative

Upon graduation from St. Cloud State University in central Minnesota, Brandon began his career with the Sherwin Williams Paint Company. He held several positions over 17 years with Sherwin Williams, including Store Manager, Professional Coatings Sales Representative, and Protective and Marine Coatings Sales Representative. In 2016, Brandon began working specifically in the water tank maintenance industry, working primarily with municipalities and rural water districts in the upper Midwest. Brandon is a NACE Level 2 Coatings Inspector and enjoys consulting with his present and future clients to ensure their tanks are safe, sanitary, and maintained to maximize their overall service life. He and his wife Aimee and their two boys reside just outside Sioux Falls, South Dakota. Brandon will primarily be covering the states of Nebraska, Iowa, and South Dakota.

Rick Penner—Field Sales Representative

Rick began working in the coatings industry upon graduation from Kansas State University. He started his career with the Sherwin-Williams Co. in South Central Kansas and held numerous positions over 10 years including Operations Manager, Professional Coatings Representative and Industrial Coatings Representative. In 1999 he began working for a firm representing the Tnemec Co. in Kansas. For the next 18 years he consulted with contractors, engineers, and owners in the industrial coatings industry, with an emphasis in the water tank market. Since 2017, Rick has been working specifically in the water tank maintenance market in Kansas and Oklahoma. Rick has been active in numerous professional organizations over the years including being a member of Kansas Rural Water for the last 20 years. He completed his NACE Level III training in 1996. Rick lives in Hesston, Kansas and primarily covers Kansas and Missouri for Viking.

Tom Street—Field Sales Representative

Tom started in the tank industry with Water Tower Tank and Repair in 1967, over the next 35 years he held every position within the company. After Water Tower was purchased, he spent the next 15 years as a field sales representative with a large water tower maintenance company. Tom has seen it all and done it all during his career. Tom is handling Iowa and Illinois for Viking.

Serena Stach—Controller

Serena began her career with the Kiewit Corporation in 2001 working with subcontractors, bonding agents and insurers to validate and maintain compliance with contractual obligations to both prime and sub-tier contracts. With full command of the contracts typically executed, she went on to work as a business manager handling all transactional accounting and operational reporting for multiple successful vertical building projects in the Nebraska area including TD Ameritrade Ballpark and several at Nebraska Medicine. Serena progressively advanced her career in business management until becoming the Area Business Controller for the largest region in Kiewit's vertical building segment. After a brief departure from the industry, she is most enthusiastic to return to her career roots with Viking. Her goal is to ensure Viking is as efficient as possible while providing the highest quality products to clients both internal and external.

Carter Spoelstra—Business Development Manager

Carter has been in the water tank industry his entire professional career. He started in 1997 with Pittsburgh Des Moines Steel (PDM) and worked for three different tank erection companies. He has served many different capacities over his 23-year career including draftsman, team leader, estimator for water and industrial storage tanks, estimating manager, and sales manager. Carter sits on the AWWA D102 Coating Steel Water Storage Tanks committee and has also been a presenter for STI/SPFA Steel Tank Steel Tank Seminars across the country.



Nick Michaelson—Field Sales Representative

Nick started working for Sedgwick County Rural Water District #3 the Monday after his high school graduation in 2013. In 2014 he became a certified Kansas Water Operator and worked there as such for 7+ years. He took care of day-to-day operations and maintenance while attending night classes at Wichita State University to earn a double major in Marketing and Management. He wants to use his years of experience as a Water Operator to make the process of cleaning, repairing, or painting tanks as easy as possible for our customers.



Owner	El Paso Water, Texas Landmark Tank
Project	Vista Verde Tank
Tank Address	3001 Vista Del Este
Completed	3/1/2020
Project Value	\$429,000.00
Contact	Matt Goldsmith
Phone Number	417-849-1183
Email	mgoldsmith@teamlandmark.com
Scope	Interior, Exterior Renovation Field Paint

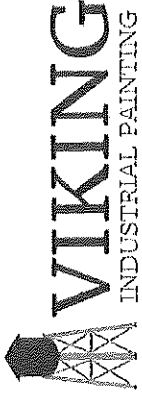
Owner	City of Malvern, Arkansas
Project	4 Tank Malvern Project
Tank Address	814 McHenry Street
Completed	6/1/2019
Project Value	\$1,427,000.00
Contact	Matt Dunn
Phone Number	501-831-5071
Email	mdunn@crisengineers.com
Scope	Interior, Exterior, Repair Renovation

Owner	City of Southlake, TX
Project	1.5MG Miron Tower
Tank Address	320 Miron Drive
Completed	4/20/2020
Project Value	\$623,000.00
Contact	Bahram Niknam
Phone Number	214-232-5090
Email	bahram.deltatecheng@gmail.com
Scope	Interior, Exterior Renovation

Owner	City of Celina Texas
Project	2MG New Tank and 75KG Renovation
Tank Address	104 E Elm Street
Completed	7/21/2019
Project Value	\$872,000.00
Contact	Joe Seiter
Phone Number	405-593-7553
Email	jseiter@dumhamengineering.com
Scope	Interior, Exterior, Containment Job

Owner	City of Otsego MN
Project	1.0 MG Tower Two
Tank Address	10100 70th Street Northeast
Completed	6/1/2020
Project Value	\$951,500.00
Contact	Scott Kriese
Phone Number	651-773-5111
Email	skriese@klmengineering.com
Scope	Interior, Exterior, Repair and Containment

Owner	City of Sikeston, Missouri
Project	2 Tank Renovations
Tank Address	2401 N Main Street
Completed	9/14/2019
Project Value	\$832,000.00
Contact	Jeff Winders
Phone Number	573-475-3229
Email	jwinders@sbrmu.net
Scope	Two Tank Exterior Renovations, Interior and Repairs



Viking Painting References

Current Projects

8/11/2020

Owner	City of Little Falls MN
Project	1.0 MG
Started	7/26/2020
Project Value	\$993,500.00
Contact	Patrick Skodje
Phone Number	763-482-9542

Owner	City of Mountain Iron, MN
Project	400,000 Hydropillar
Started	7/15/2020
Project Value	\$811,900.00
Contact	Scott Kriese
Phone Number	651-773-5111

Owner	City of Prosper, TX
Project	2.5MG CET
Started	8/1/2020
Project Value	\$600,000.00
Contact	Michael Faubel
Phone Number	817-913-3653

Owner	TM Rural Water Parker SD
Project	North Tower
Started	5/10/2020
Project Value	\$281,500.00
Contact	Jay Jorgensen
Phone Number	605-297-3334

Owner	Roswell New Mexico
Project	750,000 CET
Started	8/5/2020
Project Value	\$550,000.00
Contact	Matt Goldsmith
Phone Number	417-849-1183

Owner	Allen, Nebraska
Project	50KG Elevated
Started	8/20/2020
Project Value	\$90,000.00
Contact	Jean Rahn
Phone Number	402-635-2444

Key Personal—Viking Industrial Printing

Rory Sudbeck – Co-owner Viking Industrial Painting

Rory was a co-owner of SGA the Nebraska, Iowa, and South Dakota Tnemec Paint Representatives for 12 years. His responsibilities included growing the Tnemec Brand in his territory and building his own business in that area. He spent his days educating engineers, painters, and end users on the benefits of protective coatings. His vast experience with different coating technology helped customers protect their assets proactively to extend service lives and help with aesthetics. After more than a decade in the coating industry he decided to take his experience into the contracting side of the business and has worked with his business partner to build Viking Painting into one of the preeminent tank painting contractors in the Country.

Tnemec Paint Representative 2005-2017

Viking Industrial Painting 2018-Current

John Snodgrass – Co-owner Viking Industrial Painting

John has worked in the water tank industry since 2002. He has held positions from Salesman to Director of Sales for Utility Service Company in Atlanta, Georgia. After leaving Utility John became the Director of Sales for Maguire Iron in Sioux Falls, South Dakota. He has worked both actively in the State of Texas selling tank work and managing sales teams for the last 10 years. After 17 years in the tank business John with his partner bought Viking Painting and has taken an active role aggressively growing their business throughout the Country. John is an active NACE Level 3 Coatings Inspector and Voting member on the National D101 and M42 Standard committees to help engineers, operators inspect and maintain their water tanks.

Utility Service Company 2002-2014

Maguire Iron Inc. 2014-2018

Viking Industrial Painting 2018-present

Monte Lund - Field Superintendent

Monte started working in the industrial painting business in 1986 in Minnesota. He blasted and painted for a contractor for 10 years before deciding to start his own tank painting business with a partner in 1996. They owned and operated this business for 5 years until Monte decided to move to Northern Iowa and start Viking Industrial Painting in 2001. Monte owned and operated Viking as a successful company for many years before selling his company to John and Rory. Monte will continue to provide solid operational support and will lead the field operations on the project for SAWS.

Ben Rinken - Director of Operations

Ben is a graduate of the University of Sioux Falls and a construction professional with nine years of experience. He has served in multiple capacities in the water storage industry including field work, construction management, quality control, and project supervision. Ben uses sound communication skills to keep information flowing and projects on track. He is both NACE-Certified Coating Inspector Level 3 and SSPC-Lead Paint Removal (C3) Certified. Having a proven record of providing effective quality control and a firm approach to problem solving, he quickly wins respect from subcontractors and field crews alike. Ben is passionate about efforts to continuously improve upon and streamline business practices while simultaneously respecting the product, craft, and people involved with executing it.

Maguire Iron Inc 2012-2017

Journey Construction 2017-2018

Viking Industrial Painting 2018-present

Carter Spoelstra - Director of Business Development

Carter has been in the water tank industry his entire professional career. He started in 1997 with Pittsburgh Des Moines Steel (PDM) and worked for three different tank erection companies. He has served many different capacities over his 23-year career including draftsman, team leader, estimator for water and industrial storage tanks, estimating manager, and sales manager. Carter sits on the AWWA D102 Coating Steel Water Storage Tanks committee and has also been a presenter for STI/SPFA Steel Tank Steel Tank Seminars across the country.

Pittsburgh Des Moines Steel 1997 - 2001

Chicago Bridge & Iron 2001-2014

Caldwell Tanks 2014-2020

Viking Industrial Painting 2020-present

Viking Industrial Painting list of Equipment

ARS Machine S6 Grit Recycler

Blast Rig – 800CFM Compressor and 6 Ton blast pot

20k CFM Dust Collector

175 KVW Generator

Faster Blaster

10 Ton Blast Pot and Trailer

1600 CFM Ingersoll Rand Air Compressor

1400 CFM Ingersoll Rand Air Compressor

3 - 1300 CFM Ingersoll Rand Air Compressor

1200 CFM Kaiser Air Compressor

800 CFM Rotair Air Compressor

600 CFM Ingersoll Rand Air Compressor

375 CFM Kaiser Air Compressor

1600 CFM Air Drying System

135' JLG Manlift

19' Snorkel Telehandler

19' Genie Telehandler

Hurricane 500 Sand Sucker

3 – 1600CFM Sandsucker

52' Semi Trailer

24' Flatbed Gooseneck Trailer

28' Enclosed Gooseneck Trailer

20' Enclosed Trailer

20' Sided Trailer

14' Enclosed Trailer

20' Deckover Traller

Dropdeck Trailer

International 53k GVW Truck

Dodge 1-ton Truck

Dodge 2-ton Truck

5519 Genie Telehandler

275 KVV Diesel Generator

25 KVV Diesel Generator

3 KVV Generator

Enclosed Trailer

Miller Welder

Trailblazer Welder

Hobart Welder

4 – T-Rek Air Motors

16K 20' Trailer with 3' sides

400 CFM Air Dryer

4- Spider work cages

2 – 4000 PSI Pressure Washers

1 – 11 Ton Blast Pot

3 – 10 Ton Blast Pot

3 – 6 Ton Blast Pot

1 – 600 LB Blast Pot

Gas Powered Large Titan Paint Pump

80-1 Graco Extreme Paint Pump

50-1 Graco Extreme Paint Pump

4 – Graco 60-1 Extreme Paint Pumps

Gas Powered Small Graco Pump

Misc. Painting and Rigging Equipment:

2- ST17 Work Basket

1 - Lisbon Cage

1 – Spider Chair


14 – Electric Motors

8 – Z Max Electric Motors

6 – Air Motors

100+ feet Sky Climber Breakdown Staging



Member  National Association of Surety Bond Producers

July 7, 2020

RE: Viking Painting, LLC

To Whom It May Concern:

Gene Lilly Surety Bonds, Inc. is pleased to provide surety support for Viking Painting, LLC. We are in position to support single project requests in the \$5 million range with a \$20 million aggregate. This is by no means a limit but merely a guide. Viking Painting has a reputation of performing excellent work and operating with the highest levels of integrity. Our agency has the utmost confidence in their management ability, project delivery, and highly recommends them.

Viking Painting has an established surety relationship with Hudson Insurance Company, which is currently on the U.S. Treasury Listing of Certified Companies and has an A.M. Best rating of "A (Excellent)." Should Viking Painting be awarded a contract, we are in position to provide performance and payment bonds, following the review and acceptance of the contract under our normal underwriting conditions. The following is contact information for Hudson Insurance Company:

Todd Kramer, Regional Bond Manager
Hudson Insurance Company
118 2nd Ave SE, PO Box 73909
Cedar Rapids, IA 52407
(800) 343-9130

James M. King, President
Gene Lilly Surety Bonds, Inc.
735 South 56th Street
Lincoln, NE 68510
(402) 475-7700

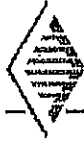
Please do not hesitate to contact me if you have any questions or if I can be of further assistance.

Best Regards,
GENE LILLY SURETY BONDS, INC.

A handwritten signature in black ink, appearing to read 'James M. King', is written over a horizontal line.

James M. King
President

JMK/lg



Pinnacle Bank

July 7, 2020

Viking Painting, LLC

Re: Banking Reference

To Whom It May Concern:

This letter is to outline the banking relationship that exists between Pinnacle Bank and Viking Painting, LLC.

Viking Painting, LLC is an excellent customer of Pinnacle Bank. The company has always handled banking transactions and financial arrangements in an overall professional and timely manner without exception. Company deposit account balances range from mid to high six figures.

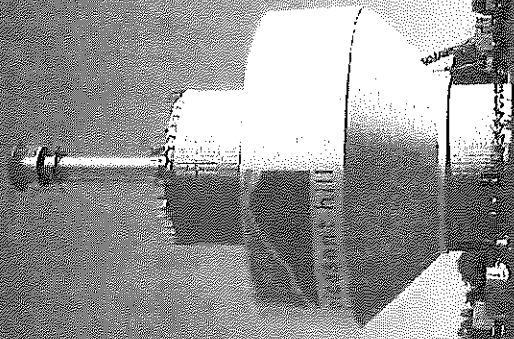
Pinnacle Bank has a revolving line of credit note to Viking Painting that was established in the normal course of business. The revolving line is secured by a blanket lien on company assets and accounts receivable. Payment history on all current and previous borrowing is excellent.

Viking Painting, LLC is a respected and valuable customer with an excellent reputation and financial history. Should you have any questions feel free to contact me at 402-697-5992 or by e-mail at jay.faylor@pinnbank.com.

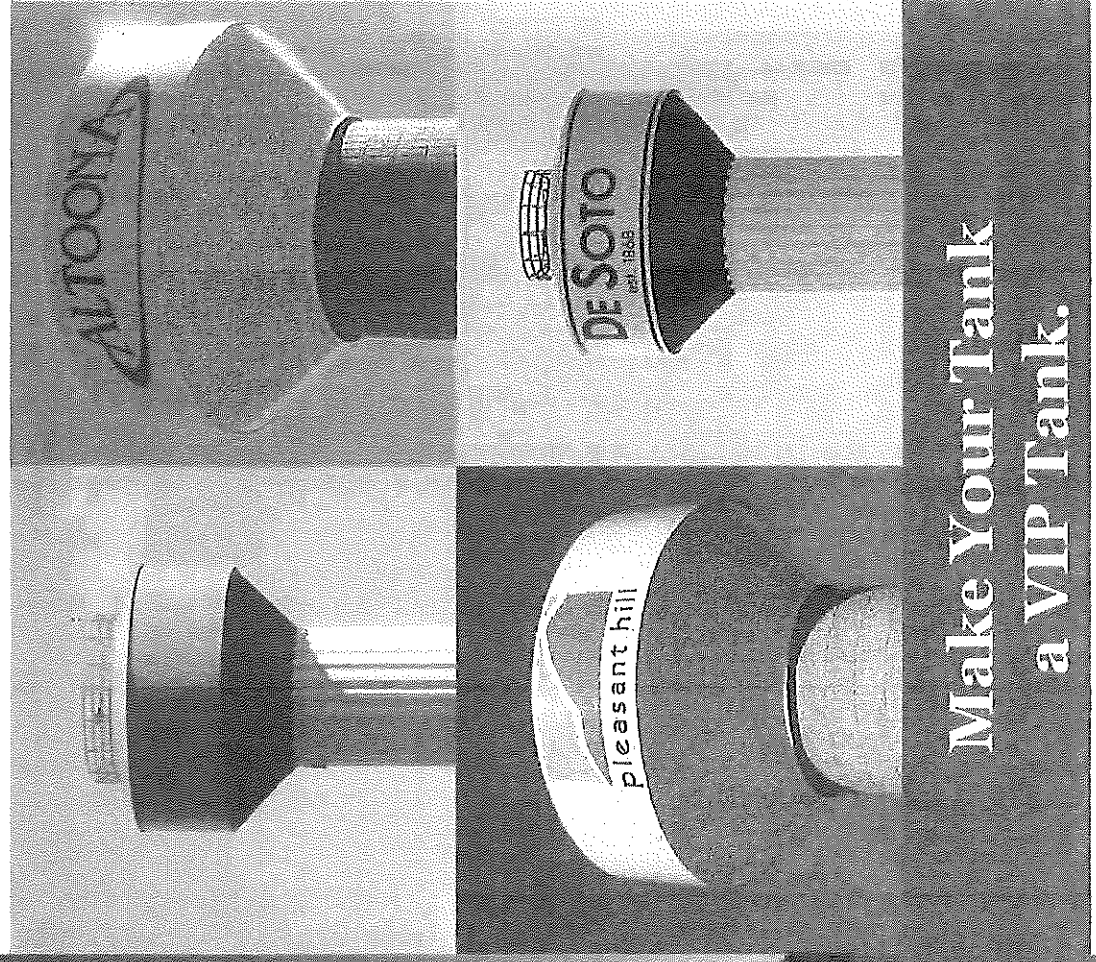
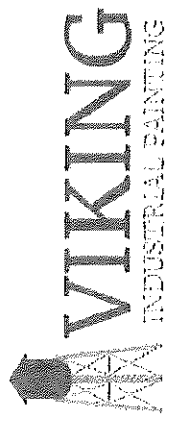
Sincerely,

Jay Faylor
Vice President

Elevate Your Tank
to the VIP Experience



Contact us today!



Make Your Tank
a VIP Tank.

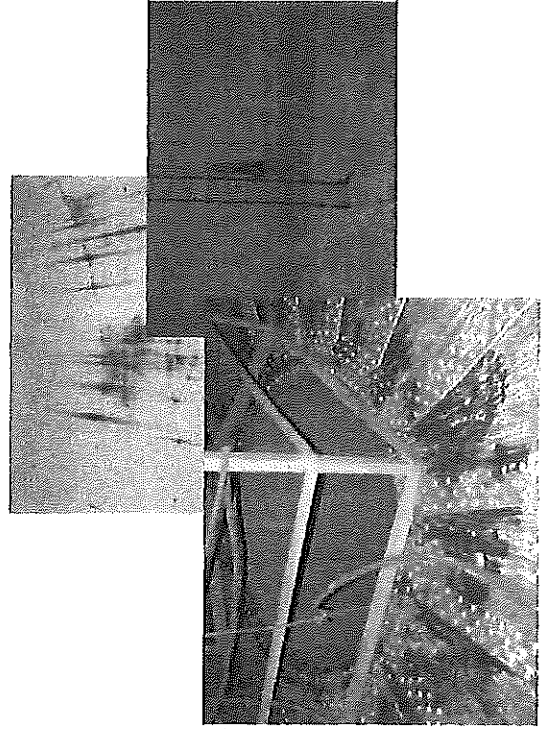
vikingindustrialpainting.com

Team VIP

Viking Industrial Painting (V.I.P.) was established in 2001 in Northern Iowa as an industrial tank painting company, specializing in the Water Tower Industry. For over 17 years Viking has actively worked with engineers, third party inspectors, and tank owners to renovate and protect their steel tanks. Viking has also worked with tank maintenance providers and new fabricators completing the field painting of the new tank construction process.

Viking Industrial Painting has been successful due to our attention to detail and our motto "To do the right thing." Because of this motto, and our desire to take care of both our customers and our team members, Viking Industrial Painting has maintained a great reputation as the premier tank painting company in the Midwest.

Now located in Omaha, Nebraska, we continue to grow our company through those same values. We offer not only high caliber tank painting and repair, but also short-term and long-term maintenance plans for all styles of water tanks. We take a consultative approach to develop a plan that proactively protects your tank and allows for financial planning and fixed expenses for ease of annual budgeting.



Services



Cleaning and Inspection

V.I.P. offers Visual, ROV, Drained, and Drone Inspections to meet all your needs. We pride ourselves in providing professional inspections and reporting. Let us help with your tank Cleaning and Inspection needs.



Painting and Repairs

V.I.P. has the experience and expertise to handle whatever painting or repair project your tank needs. We can Blast Overcoat, provide Containment, handle all types of steel repairs and more. So, no matter what type of project you have V.I.P. can be your solution.



Maintenance Programs

V.I.P. offers all types of tank maintenance programs. From turnkey asset management programs to contract for service, we can build a plan that will protect your tank that works with your budget. Call us today to build your specialized plan!

Specialities

1. Tank Maintenance Programs (fixed term or ongoing)
2. Tank Exterior Painting
3. Tank Interior Painting
4. Lead Removal with Containment
5. Tank Steel Repairs
6. Tank Inspections (NACE Level 3)
7. Drone Inspections
8. Tank Cleaning and Disinfection
9. Tank Mixing Systems
10. Chemical Cleaning of Tank
11. And more!



AIA Document A310™ - 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Viking Painting, LLC
P.O. Box 24162
Omaha, NE 68124

SURETY:

(Name, legal status and principal place of business)

Hudson Insurance Company
100 William Street, 5th Floor
New York, NY 10038

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

City of Hillsdale
97 North Broad St.
Hillsdale, MI 49242

BOND AMOUNT: Ten Percent of the Amount Bid (10%)

PROJECT:

(Name, location or address, and Project number, if any)

1,000,000 Gallon Composite Tank, Exterior Repaint With Containment, Wet Interior Repaint, Dry Interior Spot Repaint and Miscellaneous Repairs


Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.


When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **22nd** day of **October, 2020**



(Witness)

Viking Painting, LLC

(Principal)  (Seal)

(Title)

Hudson Insurance Company

(Surety) (Seal)



(Witness)

(Title) **James M. King, Attorney-in-Fact**



BID BOND POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint

Robert T. Cirone, James M. King, Jacob J. Buss, Thomas L. King, Tamara J. Hurlbut, Seth Weedin
of the state of Nebraska

its true and lawful Attorney(s)-in-Fact, at New York City in the State of New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bid bonds for any and all purposes.

Such bid bonds, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 8th day of September, 20 20 at New York, New York.



Dina Daskalakis

Attest.....
Dina Daskalakis, Corporate Secretary

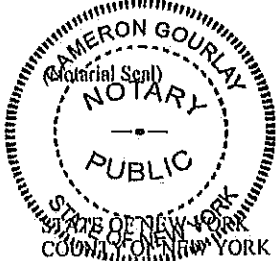
HUDSON INSURANCE COMPANY

By.....
Michael P. Cifone, Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

On the 8th day of September, 20 20 before me personally came Michael P. Cifone to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of HUDSON INSURANCE COMPANY, the Company described herein and which executed the above instrument, that he knows the seal of said Company, that the seal affixed to said instrument is the corporate seal of said Company, that it was so affixed by order of the Board of Directors of said Company, and that he signed his name thereto by like order.

Cameron Gourlay
.....
CAMERON GOURLAY
Notary Public, State of New York
No. 01006372305
Qualified in New York County
Commission Expires June 4, 2022



STATE OF NEW YORK
COUNTY OF NEW YORK SS.

CERTIFICATION

The undersigned Dina Daskalakis hereby certifies:

THAT the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertakings made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOLVED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.



Witness the hand of the undersigned and the seal of said Company this 22nd day of October, 20 20.

By.....
Dina Daskalakis
Dina Daskalakis, Corporate Secretary

City of Hillsdale Agenda Item Summary

Meeting Date: December 21, 2020

Agenda Item: Consent

SUBJECT: Economic Development Partnership Annual Sponsorship

BACKGROUND PROVIDED BY STAFF:

The BPU has sponsored the EDP for many years. This partnership is a great organization in Hillsdale County. There have been many leads for jobs, buildings filled with employers and educational opportunities provided by the EDP. The BPU is currently working through the EDP to start educational opportunities for the youth in the area. This sponsorship has been included in the annual budget and has been approved by the BPU Board.

RECOMMENDATION: Staff recommends sponsoring the Economic Development Partnership in the amount of \$15,000.



EDP of Hillsdale County
115 East Street
Jonesville, MI 49250

Invoice

Date	Invoice #
11/13/20	562

Bill To:
Hillsdale BPU
45 Monroe Street
Hillsdale, MI 49242

DESCRIPTION	AMOUNT
-------------	--------

2021 Economic Development Sponsorship	\$15000
---------------------------------------	---------

Federal Tax Identification number for the EDP as a non-profit corporation is: 20-8088576

Thank You For Your Investment!

Total \$15000



Economic Development Partnership Of Hillsdale County

*Creating an environment to support opportunity, growth and
Encouragement to innovate - for all communities, business and citizens.*

Board of Directors

Rick Schaefer
Jonesville Paper Tube Corp.,
Chairperson

Don Germann
Hillsdale County National Bank
Vice Chair

Vicki Morris
Century Bank
Secretary

Ned Bever
Bever Farms

Kym Blythe
Reading City Manager

John Condon
Hillsdale Terminal

Julie Games
Hillsdale County Commissioner

Jeff Gray
Jonesville City Manager

Ron Griffith
Spring Arbor University

Jeremiah Hodshire
Hillsdale Hospital

Nick Krzeminski
Michigan Gas Utilities

David Mackie
Hillsdale City Manager

Chris McArthur
Hillsdale BPT

Tracy McCullough
The Cardinal Group

Gregory Moore
Consumers Energy

Katrina Mosher
Paragon Metals

Tony Simon
Community Action Agency

Troy Rechl
Hillsdale County ISD

Doug Terry
Litchfield City Manager

“Capital Campaign 2021”

Your investment sustains the work done at the EDP to maintain and grow opportunity in Hillsdale County. 2020 has brought many challenges to our business community and you have shown your resiliency. We work daily to stay in tune to these changes so we can best serve you and support your business development.

The EDP tracks statistical data that is relevant to understanding the economic health of Hillsdale County. As you can see in this year's report, business investment is dynamic, our communities continue to invest in growth and infrastructure, and excellent employment opportunities exist for our citizens.

As technology evolves the need for continuous training and education are paramount for our workforce to be competitive in a global economy. Through collaboration with our local businesses, schools and MWSE we are able to integrate education, employment skills, internship opportunities and sustaining careers for our citizens.

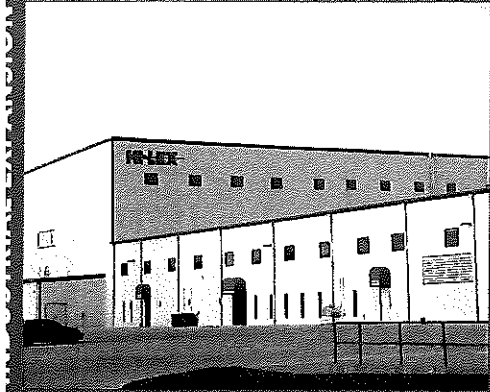
The EDP is an independent non-profit organization funded through contract work performance and investors like you.

The EDP and our Board of Directors greatly appreciate your continued support as we move forward into the future working on your behalf.

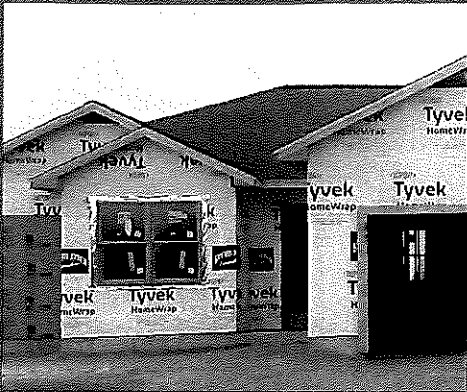
Please contact us with inquiries or if we can assist you in any way.

Sincerely,

Susan M. Smith, Executive Director



NEW CONSTRUCTION

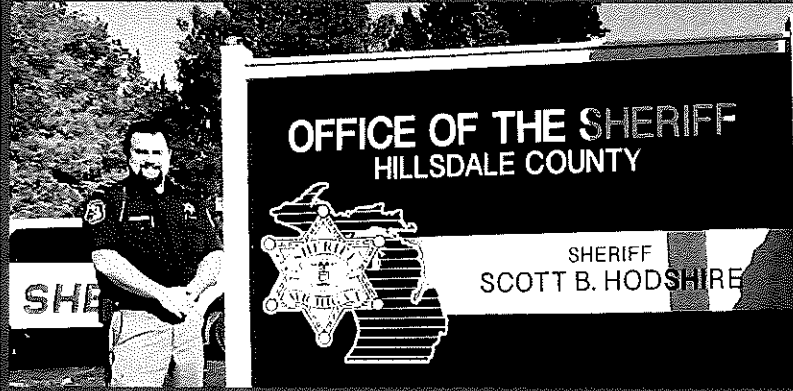


INFRASTRUCTURE



INVESTING IN THE FUTURE

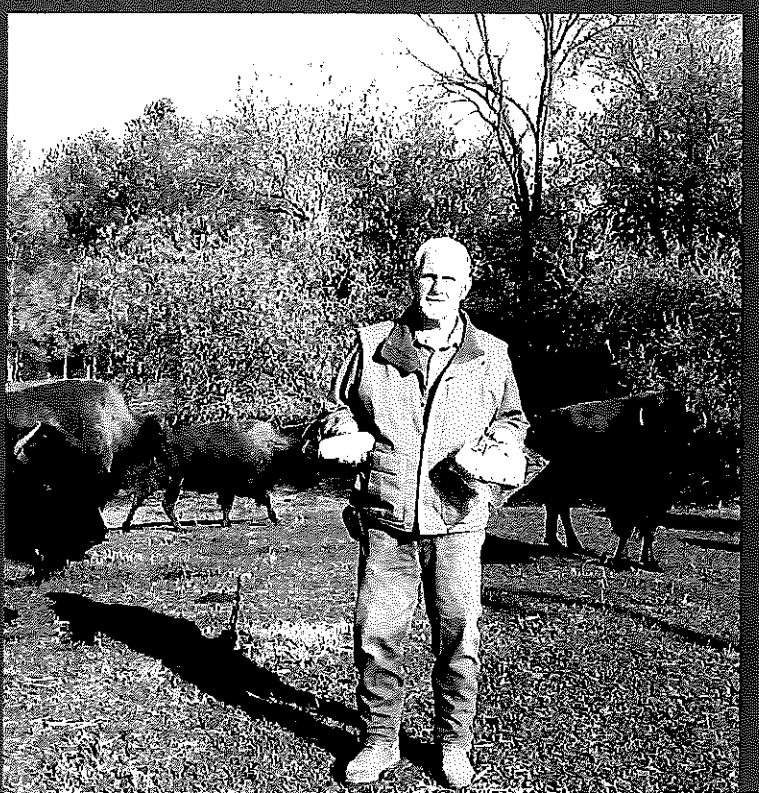
SUCCEEDING TOGETHER



ENTREPRENEURSHIP

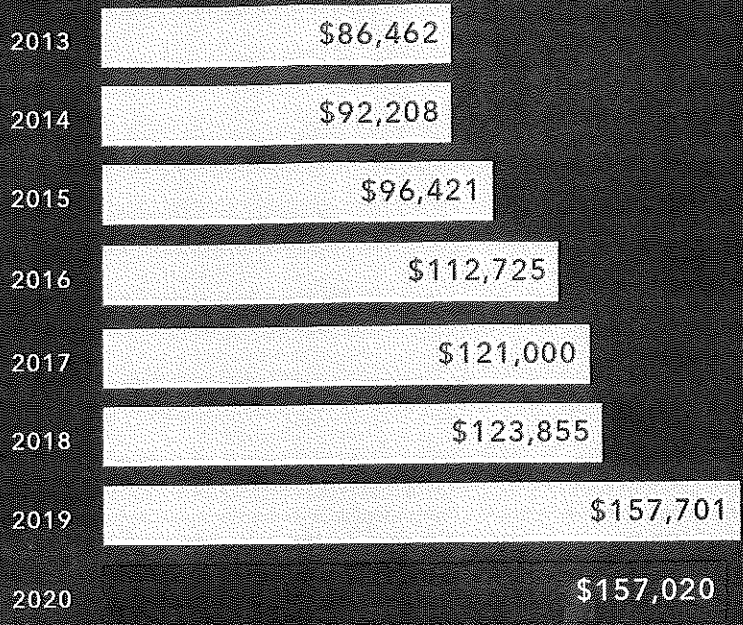


AGRICULTURE



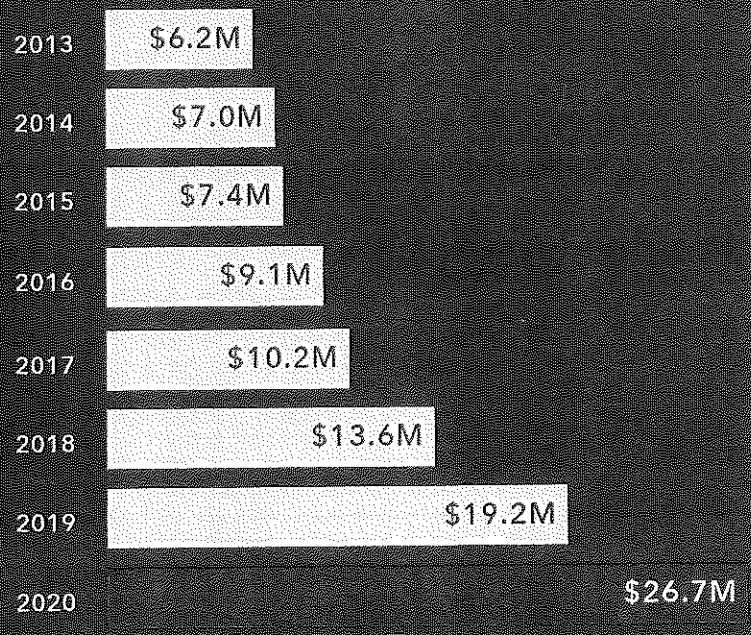
HILLSDALE COMMUNITY

AVERAGE HOME SALE



78.6% HOME OWNERSHIP

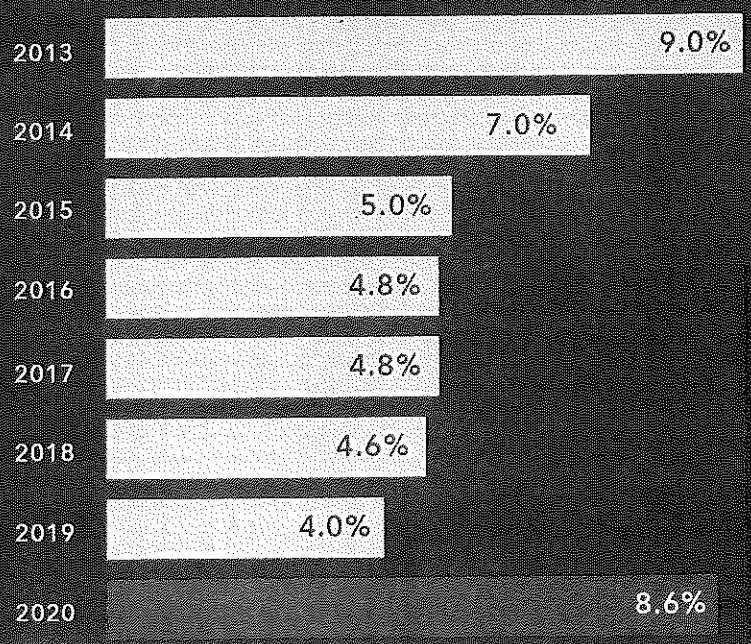
BUSINESS INVESTMENTS



1,573 TOTAL BUSINESSES

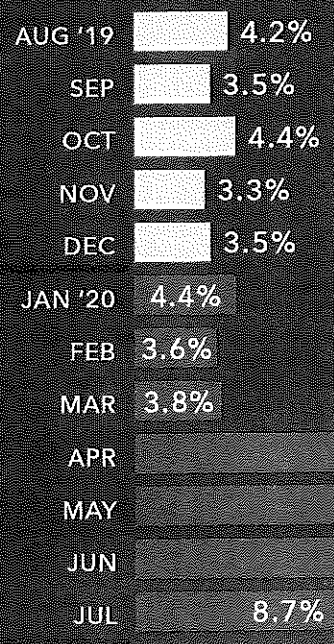
TRENDS & STATISTICS

UNEMPLOYMENT HISTORY



20,744 LABOR FORCE

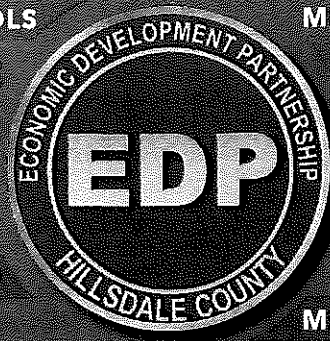
UNEMPLOYMENT 2019-20



**HILLSDALE COUNTY IS RESILIENT!
OVERCAME 27.7% UNEMPLOYMENT RATE TO END Q3 AT 8.6% AVERAGE UNEMPLOYMENT**

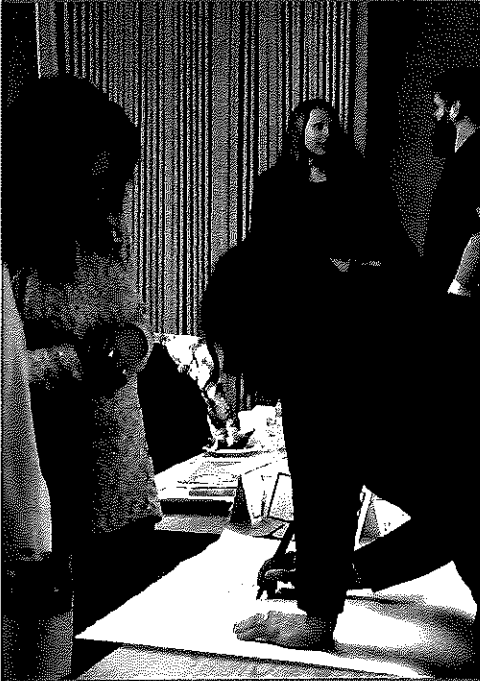
HUNDREDS OF JOBS AVAILABLE!

HILLSDALE COUNTY PUBLIC SCHOOLS
 MICHIGAN GAS UTILITIES
 SPRING ARBOR UNIVERSITY
 GREATER ANN ARBOR REGION
 LOCAL MUNICIPALITIES
 CONSUMERS ENERGY
 HILLSDALE BPU



MICHIGAN ECONOMIC DEVELOPMENT CORP.
 FINANCIAL INSTITUTIONS
 USDA RURAL DEVELOPMENT
 MICHIGAN WORKS! SOUTHEAST
 LOCAL MANUFACTURERS
 HILLSDALE HOSPITAL
 MICHIGAN DEPARTMENT OF TREASURY
 MICHIGAN DEPARTMENT OF AGRICULTURE

LEADERSHIP PROGRAM



WORKFORCE TRAINING



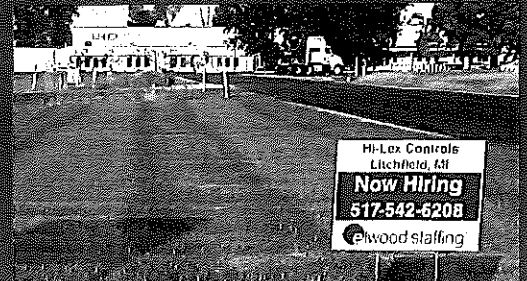
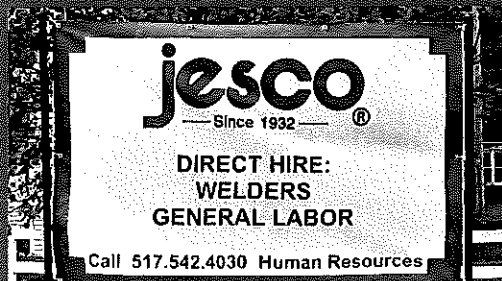
TRENDS LUNCHEON



HILLSDALE COUNTY – NOW HIRING!

GETTING BACK TO WORK

The citizens of Hillsdale County have the **resiliency to withstand** and ability to progress, adapt to, and recover from adversity. In light of the 2020 COVID-19 event, our healthcare workers, police and community safety systems, along with many of our production and service industries remained on the job. As large cities across our country folded under pressure, rioting and accosting their neighbors, **Hillsdale County held steady** in our faith knowing recovery would come. Looking at the unemployment numbers through 2020, we can see the rapid rebound despite prolonged Executive Order shutdowns. The job market has opened and is **flourishing with opportunity**. Further evidence of our resilient nature is the continued business investment and **sustained growth** in home ownership throughout Hillsdale County.



BOARD MEMBERS

Rick Schaerer, Chair	Jonesville Paper Tube	Industry
Don Germann, Vice Chair	County National Bank	Finance
Tom Condon, Treasurer	Hillsdale Terminal	Industry
Vicki Morris, Secretary	Century Bank & Trust	Finance
Chris McArther	Board of Public Utilities	Utility
Nick Krzemenski	Michigan Gas Utilities	Utility
Gregory Moore	Consumers Energy	Utility
Ned Bever	Bever Farms	Agriculture
Kym Blythe	City of Reading	Municipality
John Condon	Hillsdale Terminal	Industry
Julie Games	Hillsdale County Commissioner	Municipality
Jeremiah Hodshire	Hillsdale Hospital	Healthcare
Jeff Gray	City of Jonesville	Municipality
Ron Griffith	Spring Arbor University	Education
David Mackie	City of Hillsdale	Municipality
Tracy McCullough	The Cardinal Group	Industry
Katrina Mosher	Paragon Metals, Inc.	Industry
Troy Reehl	Hillsdale County ISD	Education
Doug Terry	City of Litchfield	Municipality
Tony Salmon	Community Action Agency	Nonprofit

INVESTORS

American Axle	Jonesville Tool & Manufacturing
Cambria Tool & Machine	Key Opportunities
Century Bank & Trust	Livonia Tool & Laser
Chemical Bank	Market House
Clark Electric	Metal Technologies (Precision Gage)
Cobra Moto	Michigan Gas Utilities
Coldwell Banker	Michigan Rebuild & Automation
Community Action Agency	MilkSource
Condon, Hecht, Bisher, Wade & Co. P.C.	NEFCO
Consumers Energy	Olivia's Chop House
Current Office Solutions	OmniSource
Elwood Staffing Solution	Pittsford Township
Fairway Products	Precision Metal Arts USA
Fayette Township	R.C. Plastics
Finishing Touch	Ritz Craft Corporation of Michigan
Foust Electro-Mold	Ross Design & Engineering
Hi-Lex Controls	Saucy Dogs BBQ
Hillsdale Buick GMC	Southern Michigan Bank and Trust
Hillsdale College	Springdale Automatics
Hillsdale County Road Commission	Stillwell Ford Lincoln
Hillsdale Terminal	Stockhouse Corporation
Jack Smith Agency	Techniplas
Jackson College	Tenneco
Jems of Litchfield	Vested Risk Strategies
Jesco Industries	Village of North Adams
Johan Van de Weerd Co., Inc	W.C.S.R.
Jonesville Paper Tube	White Machine & Automation

CORPORATE SPONSORS

The Cardinal Group
 City of Hillsdale
 City of Jonesville
 City of Reading
 County National Bank
 Hillsdale Board of Public Utilities
 Hillsdale Hospital
 Hillsdale County ISD
 Litchfield TIFA
 Paragon Metals, Inc.

STAFF



Susan Smith
 Executive Director
 517 260 2544
ssmith@hillsdaleedp.org



Annette Sands
 Administrative Coordinator
 517 437 3200
asands@hillsdaleedp.org

CONTACT US

115 East Street,
 Jonesville, Michigan 49250

517 437 3200
info@hillsdaleedp.org

WWW.HILLSDALEEDP.ORG

The Protecting Local Government Retirement and Benefits Act (PA 202 of 2017) & Public Act 530 of 2016 Pension Report

Enter Local Government Name	City of Hillsdale	Instructions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting .
Enter Six-Digit Municode	302010	
Unit Type	City	
Fiscal Year End Month	June	
Fiscal Year (four-digit year only, e.g. 2019)	2020	Questions: For questions, please email LocalRetirementReporting@michigan.gov . Return this original Excel file. Do not submit a scanned image or PDF.
Contact Name (Chief Administrative Officer)	David Mackie	
Title if not CAO	City Manager	
CAO (or designee) Email Address	dmackie@cityofhillsdale.org	
Contact Telephone Number	517-437-6444	
Pension System Name (not division) 1	City of Hillsdale	If your pension system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.
Pension System Name (not division) 2		
Pension System Name (not division) 3		
Pension System Name (not division) 4		
Pension System Name (not division) 5		

Line	Descriptive Information	Source of Data	System 1	System 2	System 3	System 4	System 5
1	Is this unit a primary government (County, Township, City, Village)?	Calculated	YES	YES	YES	YES	YES
2	Provide the name of your retirement pension system	Calculated from above	City of Hillsdale				
3 Financial Information							
4	Enter retirement pension system's assets (system fiduciary net position ending)	Most Recent Audit Report	19,734,763				
5	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	25,247,768				
6	Funded ratio	Calculated	78.2%				
7	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	529,357				
8	Governmental Fund Revenues	Most Recent Audit Report	8,941,844				
9	All systems combined ADC/Governmental fund revenues	Calculated	5.9%				
10 Membership							
11	Indicate number of active members	Actuarial Funding Valuation used in Most Recent Audit Report	58				
12	Indicate number of inactive members	Actuarial Funding Valuation used in Most Recent Audit Report	10				
13	Indicate number of retirees and beneficiaries	Actuarial Funding Valuation used in Most Recent Audit Report	75				
14 Investment Performance							
15	Enter actual rate of return - prior 1-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	14.02%				
16	Enter actual rate of return - prior 5-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	6.39%				
17	Enter actual rate of return - prior 10-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	7.97%				
18 Actuarial Assumptions							
19	Actuarial assumed rate of investment return	Actuarial Funding Valuation used in Most Recent Audit Report	7.35%				
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Actuarial Funding Valuation used in Most Recent Audit Report	Level Percent				
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	Actuarial Funding Valuation used in Most Recent Audit Report	19				
22	Is each division within the system closed to new employees?	Actuarial Funding Valuation used in Most Recent Audit Report	No				
23 Uniform Assumptions							
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	19,879,045				
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	27,622,206				
26	Funded ratio using uniform assumptions	Calculated	72.0%				
27	Actuarially Determined Contribution (ADC) using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	937,512				
28	All systems combined ADC/Governmental fund revenues	Calculated	10.5%				
29 Pension Trigger Summary							
30	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Primary government triggers: Less than 60% funded <u>AND</u> greater than 10% ADC/Governmental fund revenues. Non-Primary government triggers: Less than 60% funded	NO	NO	NO	NO	NO

Requirements (For your information, the following are requirements of P.A. 202 of 2017)
 Local governments must post the current year report on their website or in a public place.
 The local government must electronically submit the form to its governing body.
 Local governments must have had an actuarial experience study conducted by the plan actuary for each retirement system at least every 5 years.
 Local governments must have had a peer actuarial audit conducted by an actuary that is not the plan actuary OR replace the plan actuary at least every 8 years.

By emailing this report to the Michigan Department of Treasury, the local government acknowledges that this report is complete and accurate in all known respects.

State Reporting

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual Report (Form No. 5572). Additional resources are available at www.mersofmich.com and on the State website.

Form 5572		
Line Reference	Description	Result
10	Membership as of December 31, 2019	
11	Indicate number of active members	58
12	Indicate number of inactive members (excluding pending refunds)	10
13	Indicate number of retirees and beneficiaries	75
14	Investment Performance for Calendar Year Ending December 31, 2019¹	
15	Enter actual rate of return - prior 1-year period	14.02%
16	Enter actual rate of return - prior 5-year period	6.39%
17	Enter actual rate of return - prior 10-year period	7.97%
18	Actuarial Assumptions	
19	Actuarial assumed rate of investment return ²	7.35%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Percent
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any ³	19
22	Is each division within the system closed to new employees? ⁴	No
23	Uniform Assumptions	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	\$19,879,045
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	\$27,622,206
27	Actuarially Determined Contribution (ADC) using uniform assumptions, Fiscal Year Ending June 30, 2020	\$937,512

1. The Municipal Employees' Retirement System's investment performance has been provided to GRS from MERS Investment Staff and included here for reporting purposes. This investment performance figures reported are net of investment expenses on a rolling calendar-year basis for the previous 1-, 5-, and 10-year periods as required under PA 530.
2. Net of administrative and investment expenses.
3. Populated with the longest amortization period remaining in the amortization schedule, across all divisions in the plan. This is when each division and the plan in total is expected to reach 100% funded if all assumptions are met.
4. If all divisions within the employer are closed, "yes." If at least one division is open (including shadow divisions) indicate "no."



GASB 68 Information

The following information has been prepared to provide some of the information necessary to complete GASB Statement No. 68 disclosures. Statement 68 is effective for fiscal years beginning after June 15, 2014. Additional resources, including an Implementation Guide, are available at <http://www.mersofmich.com/>.

Actuarial Valuation Date:		12/31/2019
Measurement Date of the Total Pension Liability (TPL):		12/31/2019
At 12/31/2019, the following employees were covered by the benefit terms:		
Inactive employees or beneficiaries currently receiving benefits:		75
Inactive employees entitled to but not yet receiving benefits (including refunds):		43
Active employees:		<u>58</u>
		176
Total Pension Liability as of 12/31/2018 measurement date:	\$	24,191,831
Total Pension Liability as of 12/31/2019 measurement date:	\$	25,247,768
Service Cost for the year ending on the 12/31/2019 measurement date:	\$	382,857
Change in the Total Pension Liability due to:		
- Benefit changes ¹ :	\$	0
- Differences between expected and actual experience ² :	\$	(317,723)
- Changes in assumptions ² :	\$	671,798
Average expected remaining service lives of all employees (active and inactive):		3

¹ A change in liability due to benefit changes is immediately recognized when calculating pension expense for the year.

² Changes in liability due to differences between actual and expected experience, and changes in assumptions, are recognized in pension expense over the average remaining service lives of all employees.

Covered employee payroll: (Needed for Required Supplementary Information)	\$	3,500,819
---	----	-----------

Sensitivity of the Net Pension Liability to changes in the discount rate:

	1% Decrease (6.60%)	Current Discount Rate (7.60%)	1% Increase (8.60%)
Change in Net Pension Liability as of 12/31/2019:	\$ 2,703,528	\$ -	\$ (2,300,907)

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB 68 purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes it is net of administrative expenses.



City of Hillsdale
Required Supplementary Information
Schedule of Changes in Net Pension Liability and Related Ratios
Last Six Calendar Years (Schedule is built prospectively upon implementation of GASB 68)

	2019	2018	2017	2016	2015	2014
Total Pension Liability						
Service cost	\$ 382,857	\$ 363,207	\$ 368,215	\$ 363,158	\$ 355,050	\$ 364,196
Interest	1,887,904	1,849,895	1,796,683	1,765,765	1,677,362	1,621,606
Changes in benefit terms	-	7,156	(7,990)	(9,325)	-	-
Differences between expected and actual experience	(317,723)	(194,427)	42,169	(249,508)	110,760	-
Changes in assumptions	671,798	-	-	-	1,013,079	-
Benefit payments, including refunds	(1,568,899)	(1,552,182)	(1,510,668)	(1,461,617)	(1,378,158)	(1,232,671)
Net Change in Pension Liability	1,055,937	473,649	688,409	408,473	1,778,093	753,131
Total Pension Liability - Beginning	24,191,831	23,718,182	23,029,773	22,621,300	20,843,207	20,090,076
Total Pension Liability - Ending (a)	\$ 25,247,768	\$ 24,191,831	\$ 23,718,182	\$ 23,029,773	\$ 22,621,300	\$ 20,843,207
Plan Fiduciary Net Position						
Contributions - employer	\$ 525,911	\$ 510,189	\$ 421,866	\$ 336,160	\$ 346,141	\$ 332,464
Contributions - employee	303,901	203,833	190,637	164,437	156,571	137,790
Net investment income (loss)	2,434,545	(751,004)	2,370,564	1,932,425	(270,721)	1,138,603
Benefit payments, including refunds	(1,568,899)	(1,552,182)	(1,510,668)	(1,461,617)	(1,378,158)	(1,232,671)
Administrative expenses	(41,924)	(37,665)	(37,600)	(38,185)	(39,960)	(41,683)
Net Change in Plan Fiduciary Net Position	1,653,534	(1,626,829)	1,434,799	933,220	(1,186,127)	334,503
Plan Fiduciary Net Position - Beginning	18,081,229	19,708,058	18,273,259	17,340,039	18,526,166	18,191,663
Plan Fiduciary Net Position - Ending (b)	\$ 19,734,763	\$ 18,081,229	\$ 19,708,058	\$ 18,273,259	\$ 17,340,039	\$ 18,526,166
Net Pension Liability - Ending (a) - (b)	\$ 5,513,005	\$ 6,110,602	\$ 4,010,124	\$ 4,756,514	\$ 5,281,261	\$ 2,317,041
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	78.16%	74.74%	83.09%	79.35%	76.65%	88.88%
Covered Payroll	\$ 3,500,819	\$ 3,769,509	\$ 3,436,078	\$ 3,440,133	\$ 3,426,822	\$ 3,531,325
Net Pension Liability as a Percentage of Covered Payroll	157.48%	162.11%	116.71%	138.27%	154.12%	65.61%

Per GASB No. 68, the required supplementary information should include 10 year fiscal history built prospectively; historical information prior to implementation of GASB No. 68 is not available.

City of Hillsdale
Required Supplementary Information
Schedule of Contributions
Last 6 Fiscal Years

	2020	2019	2018	2017	2016	2015
Actuarially determined contribution	\$ 529,357	\$ 523,811	\$ 490,020	\$ 353,776	\$ 348,500	\$ 330,003
Contributions in relation to the actuarially determined contribution	529,357	523,811	490,020	353,776	348,500	330,003
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	3,631,756	3,713,486	3,899,437	3,714,246	3,955,056	3,531,325
Contributions as a Percentage of Covered Payroll	14.58%	14.11%	12.57%	9.52%	8.81%	9.35%

Notes

Valuation Date

Actuarially determined contribution amounts are calculated as of December 31 each year, which is 6 months prior to the beginning of the fiscal year in which the contributions are required.

Methods and assumptions used to determine contribution rates

Actuarial cost method	Entry-age Normal
Amortization method	Level percentage of pay
Remaining amortization period	19 years
Asset valuation method	10-year smoothed
Inflation	2.50%
Salary increases	3.00% in the long-term
Investment rate of return	7.35%, net of investment expense, including inflation
Retirement age	Experience-based tables of rates that are specific to the type of eligibility condition
Mortality	RP-2014 Group Annuity Table of a 50% male and 50% female blend

City of Hillsdale

Notes to the Financial Statements

Changes in the net pension liability during the measurement year were as follows:

Changes in Net Pension Liability	Increase (Decrease)		
	Total Pension Liability	Plan Net Position	Net Pension Liability
Balance at December 31, 2018	\$ 24,191,831	\$ 18,081,229	\$ 6,110,602
Service cost	382,857	-	382,857
Interest	1,887,904	-	1,887,904
Difference between expected and actual experience	(317,723)	-	(317,723)
Changes in assumptions	671,798	-	671,798
Contributions - employer	-	525,911	(525,911)
Contributions - employee	-	303,901	(303,901)
Net investment income	-	2,434,545	(2,434,545)
Benefit payments, including refunds	(1,568,899)	(1,568,899)	-
Administrative expenses	-	(41,924)	41,924
<i>Net changes</i>	<u>1,055,937</u>	<u>1,653,534</u>	<u>(597,597)</u>
Balance at December 31, 2019	\$ 25,247,768	\$ 19,734,763	\$ 5,513,005

Allocated as follows:

Governmental Activities	\$ 2,851,458
Business-type Activities	<u>2,661,547</u>
	\$ 5,513,005

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the City, calculated using the discount rate of 7.60%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.60%) or one percentage point higher (8.60%) than the current rate.

	1% Decrease	Current	1% Increase
	(6.60%)	Discount Rate (7.60%)	(8.60%)
Net pension liability of the City	<u>\$ 8,216,533</u>	<u>\$ 5,513,005</u>	<u>\$ 3,212,098</u>

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes, it is net of administrative expenses.

City of Hillsdale
Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Funds
For the Year Ended June 30, 2020

	Capital Projects			Other Governmental Funds	Total Governmental Funds
	General	Airport Improvement	Capital Improvement		
Revenues					
Taxes	\$ 2,018,095	\$ --	\$ --	\$ 644,373	\$ 2,662,468
Payments in lieu of taxes	1,078,649	--	--	--	1,078,649
Intergovernmental	1,115,398	1,162,849	829,991	1,148,740	4,256,978
Contributions from local units	--	--	--	23,958	23,958
Licenses and permits	105,945	--	--	--	105,945
Charges for services	15,727	134,615	--	57,946	208,288
Fines and violations	1,066	--	--	33,054	34,120
Interest and rentals	126,971	45,905	--	77,365	250,241
Miscellaneous	233,546	--	31	87,620	321,197
Total Revenues	4,695,397	1,343,369	830,022	2,073,056	8,941,844
Expenditures					
General government	1,373,120	--	26,777	12,500	1,412,397
Public safety	1,853,708	--	--	4,697	1,858,405
Public works	457,714	91,541	754	839,611	1,389,620
Community and economic development	140,386	--	--	--	140,386
Recreation and culture	172,106	--	--	463,989	636,095
Capital outlay	--	1,073,222	1,666,274	40,880	2,780,376
Total Expenditures	3,997,034	1,164,763	1,693,805	1,361,677	8,217,279
Excess of Revenues Over (Under) Expenditures	698,363	178,606	(863,783)	711,379	724,565
Other Financing Sources (Uses)					
Transfers in	288,155	--	1,250,000	202,405	1,740,560
Transfers out	(852,405)	--	--	(755,273)	(1,607,678)
Net Other Financing Sources (Uses)	(564,250)	--	1,250,000	(552,868)	132,882
Net Change in Fund Balance	134,113	178,606	386,217	158,511	857,447
Fund Balance at Beginning of Period	934,591	174,826	344,424	2,572,758	4,026,599
Fund Balance at End of Period	\$ 1,068,704	\$ 353,432	\$ 730,641	\$ 2,731,269	\$ 4,884,046

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Hillsdale Agenda Item Summary

Meeting Date: December 21, 2020

Agenda Item: Old Business

SUBJECT: 2020 Road Report

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

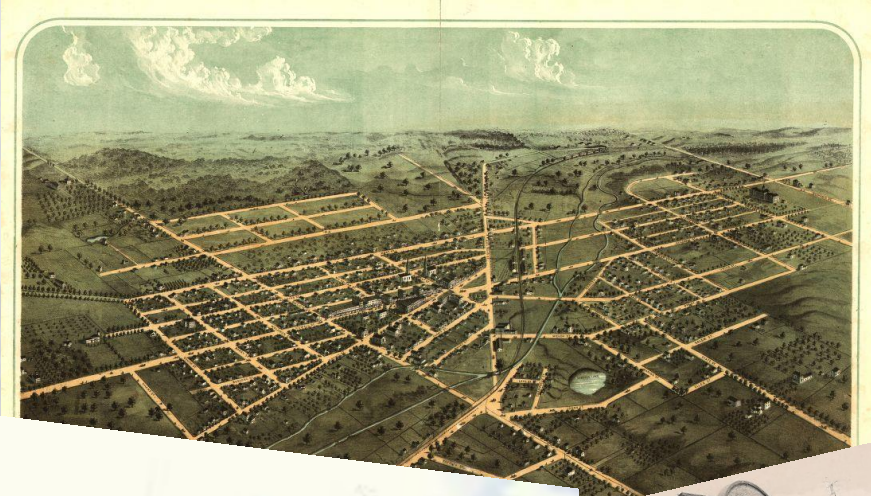
The attached 2020 Road Report will be presented by City Engineer Kristin Bauer and DPS Director Jake Hammel. The report lays out the condition of the City's road network based on the Paser Road Rating System, condition trends based on the amount of investment put into the roads and a staff recommendation on funding for discussion.

The purpose of the report is to give elected officials and residents of Hillsdale an accurate assessment of the City's road network and develop a long-term funding plan.

RECOMMENDATION:

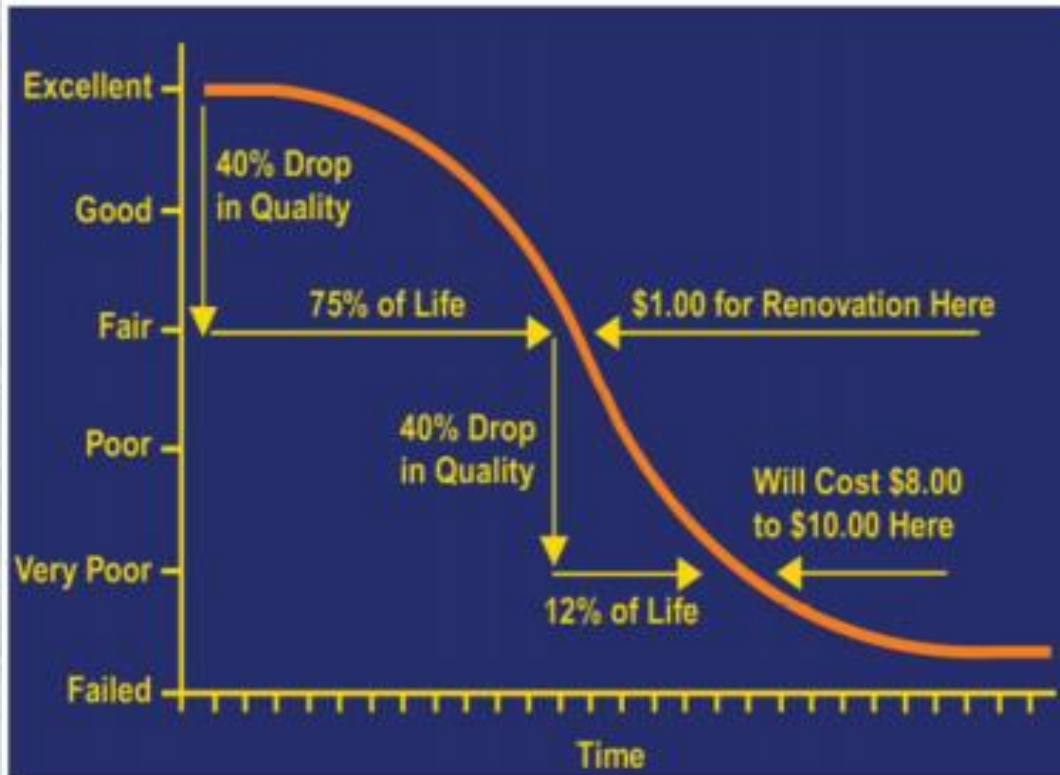
Listen to the road presentation, consider and discuss funding options for a plan moving forward.

City of Hillsdale



2020 Road Report

Degradation of Condition and the Cost for Repair over Time



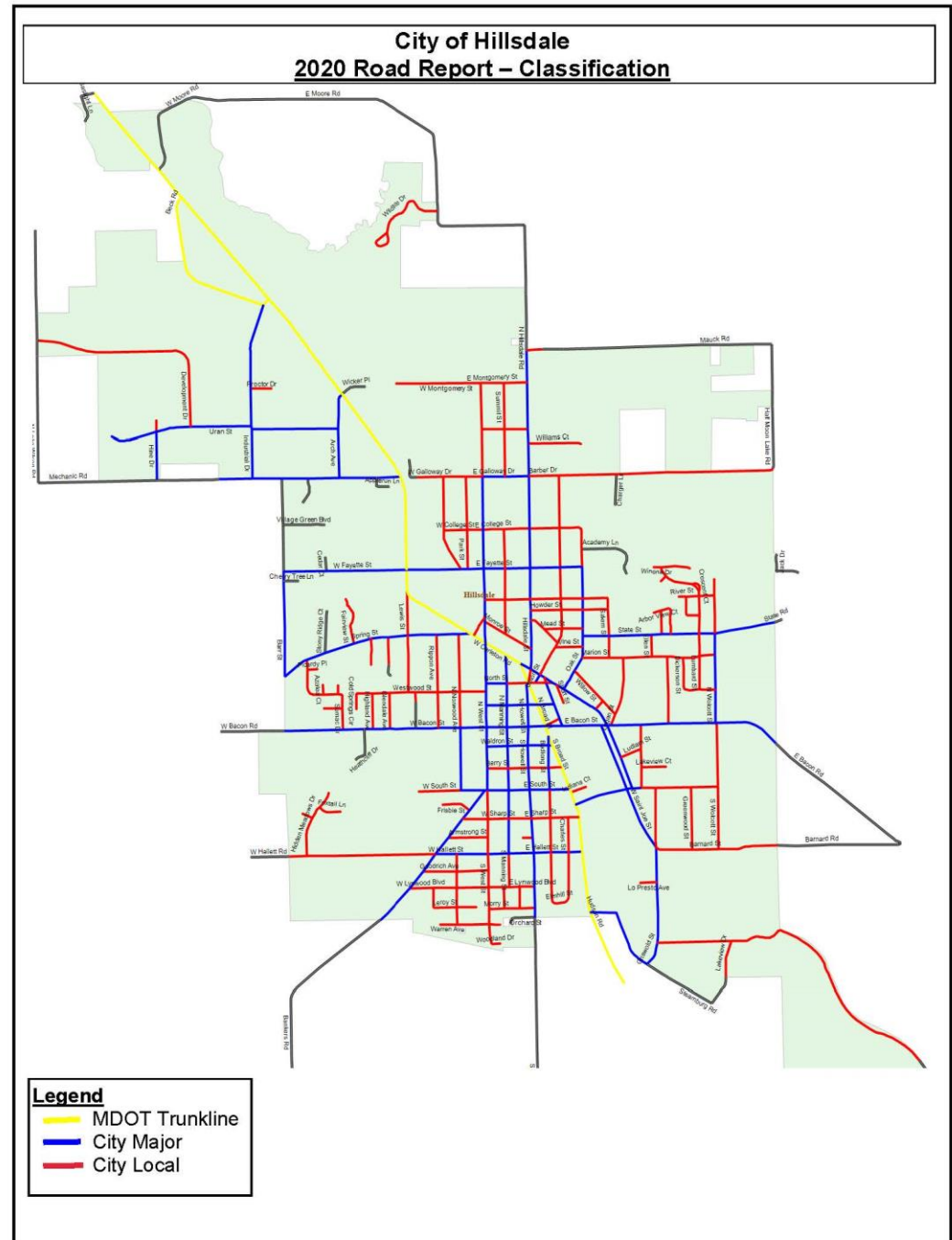
Ratings: By The Numbers		
10,9,8	7,6,5	4,3,2,1
New – Very Good Preventative Maintenance	Good – Fair Rehabilitation	Poor – Failed Reconstruction
Estimated Costs \$0-\$3,000 per mile	Estimated Costs \$5,000-\$100,000 per mile	Estimated Costs \$130,000-\$500,000 per mile

City of Hillsdale Street Classifications

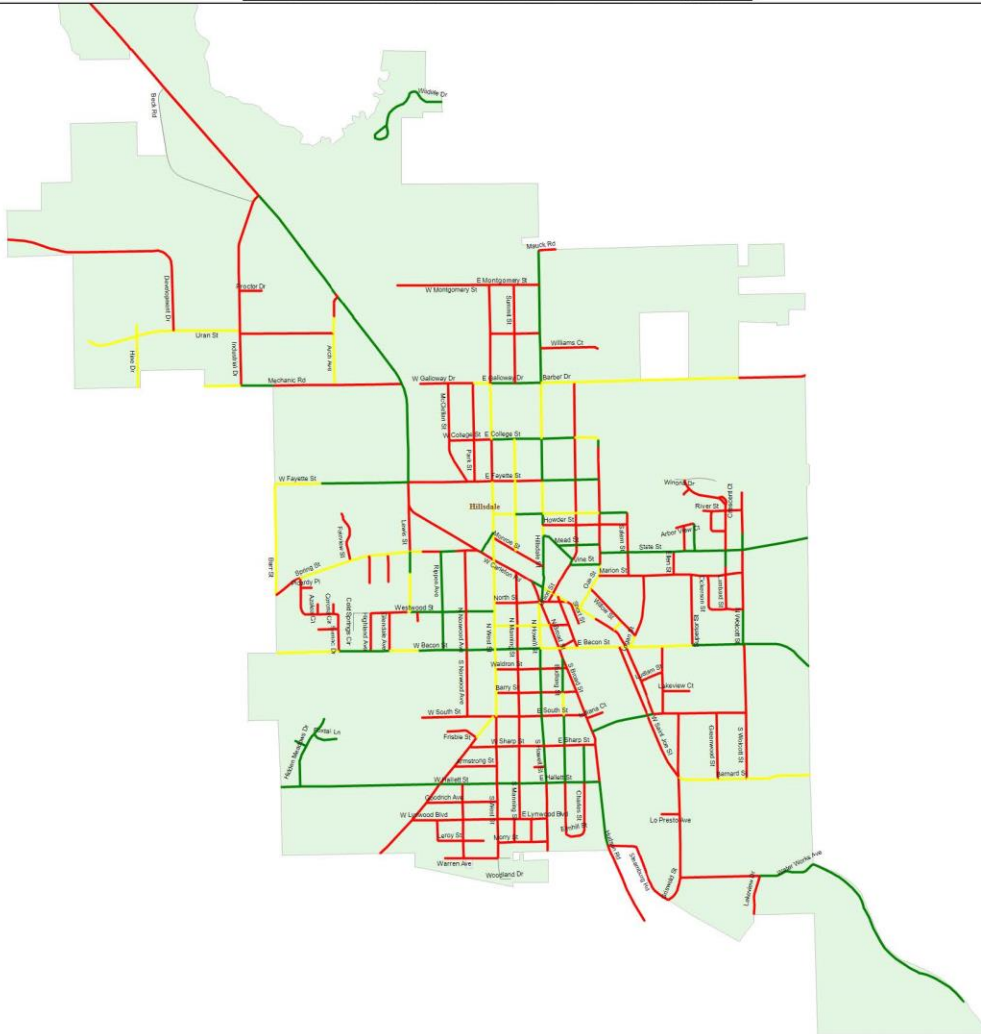
Major Street Mileage
20.15 Miles

Local Street Mileage
24.25 Miles

Figure 1



**City of Hillsdale
2020 Road Report – PASER Entire System**



Legend	
	Non-Rated Road (.391 Miles)
	Poor Rating (25.358 Miles)
	Fair Rating (8.261 Miles)
	Good Rating (10.341 Miles)

City of Hillsdale 2020 Road Ratings

GOOD Street Mileage
10.341 Miles

FAIR Street Mileage
8.261 Miles

POOR Street Mileage
25.358 Miles

Figure 2

PASER Rating System – 10 to 8

RATING 10 & 9

EXCELLENT —
No maintenance required
Newly constructed or recently overlaid roads are in excellent condition and require no maintenance.



▶
RATING 10
New construction.



▶
RATING 9
Recent overlay, rural.



▶
RATING 9
Recent overlay, urban.

RATING 8

VERY GOOD —
Little or no maintenance required
This category includes roads which have been recently sealcoated or overlaid with new cold mix. It also includes recently constructed or overlaid roads which may show longitudinal or transverse cracks. All cracks are tight or sealed.



◀
Recent chip seal.



◀
Recent slurry seal.

▼ Widely spaced, sealed cracks.



▲ New cold mix surface.



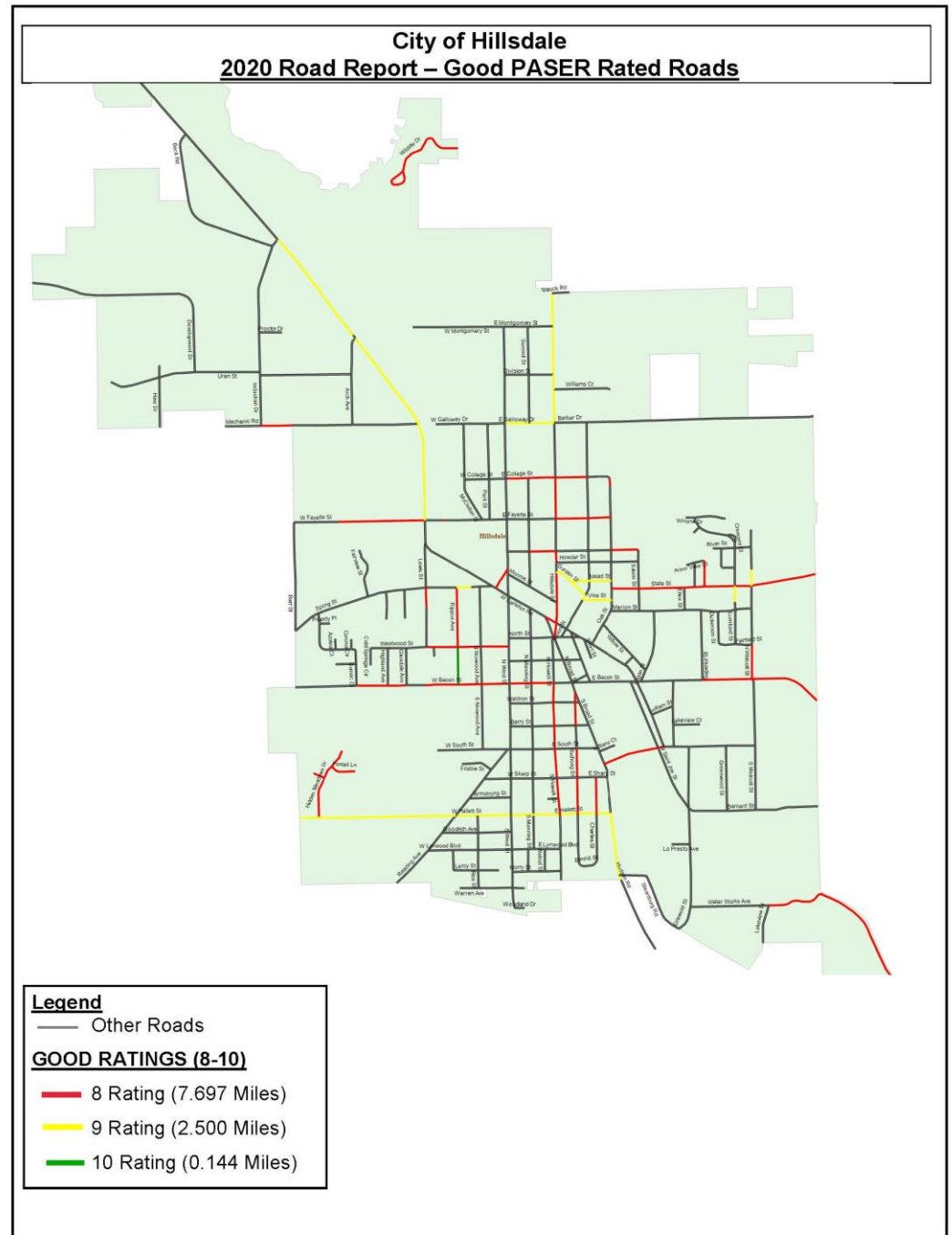
City of Hillsdale GOOD Street Mileage (23.35%)

10 Rating – 0.144 Miles

9 Rating – 2.500 Miles

8 Rating – 7.697 Miles

Figure 3



PASER Rating System – 7 to 5

18 Rating pavement surface condition

RATING 7

GOOD —
Routine sealing recommended

Roads show first signs of aging, and they may have very slight raveling. Any longitudinal cracks are along paving joint. Transverse cracks may be approximately 10' or more apart. All cracks are 1/4" or less, with little or no crack erosion. Few if any patches, all in very good condition. Maintain a crack sealing program.

▶ Tight and sealed transverse and longitudinal cracks. Maintain crack sealing program.



▶ Tight and sealed transverse and longitudinal cracks.



▶ Transverse cracks about 10' or more apart. Maintain crack sealing program.



20 Rating pavement surface condition

RATING 5

FAIR —
Preservative maintenance treatment required

Roads are still in good structural condition but clearly need sealcoating or overlay. They may have moderate to severe surface raveling with significant loss of aggregate. First signs of longitudinal cracks near the edge. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Any patches or edge wedges are in good condition.

▼ Block cracking with open cracks.



▶ Moderate to severe raveling in wheel paths.

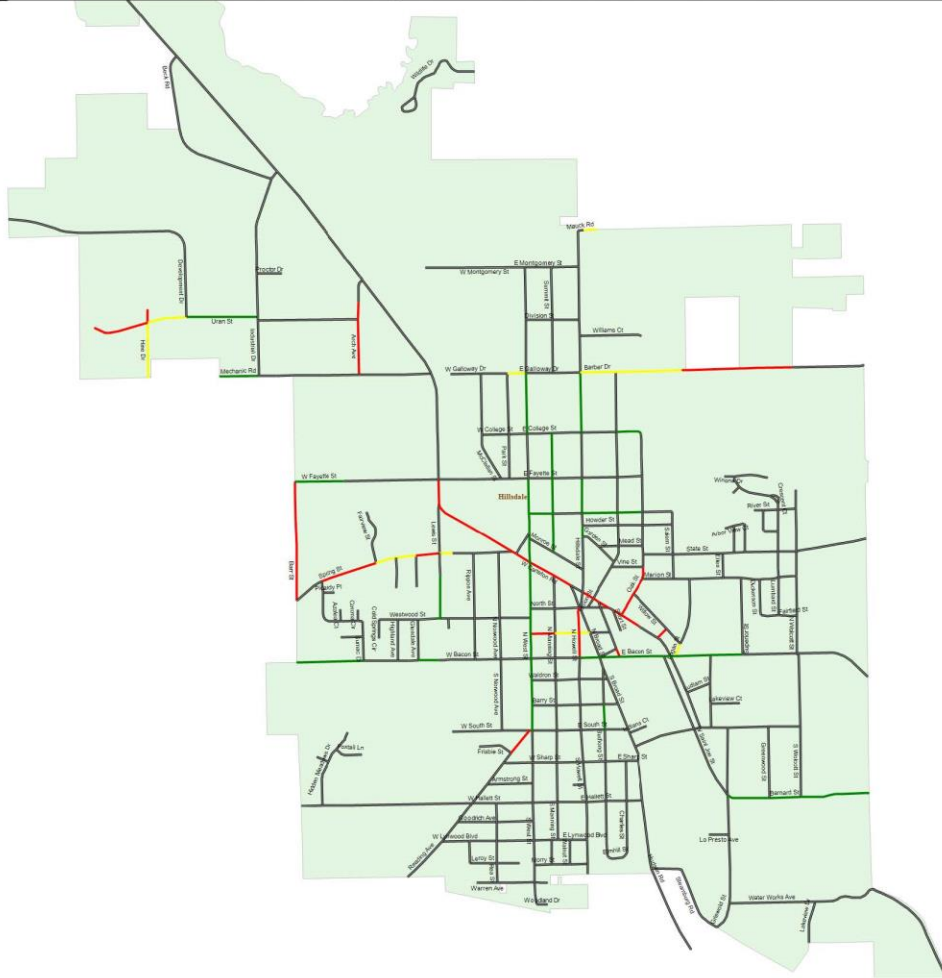


▼ Severe flushing.



▲ Wedges and patches extensive but in good condition.

**City of Hillsdale
2020 Road Report – Fair PASER Rated Roads**



Legend	
—	Other Roads
FAIR RATINGS (5-7)	
—	5 Rating (2.388 Miles)
—	6 Rating (1.114 Miles)
—	7 Rating (4.467 Miles)

City of Hillsdale FAIR Street Mileage (18.66%)

7 Rating – 4.467 Miles

6 Rating – 1.114 Miles

5 Rating – 2.388 Miles

Figure 4

PASER Rating System – 4 to 1

Severe raveling with extreme loss of aggregate.



Load cracking and slight rutting in wheel path.



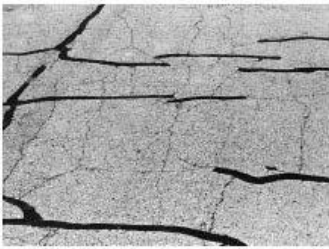
RATING 4

FAIR —
Structural improvement required

Roads show first signs of needing strengthening by overlay. They have very severe surface raveling which should no longer be sealed. First longitudinal cracking in wheel path. Many transverse cracks and some may be raveling slightly. Over 50% of the surface may have block cracking. Patches are in fair condition. They may have rutting less than 1/2" deep or slight distortion.

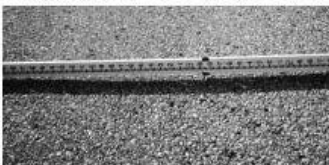
Longitudinal cracking: early load-related distress in wheel path. Strengthening needed.

Slight rutting; patch in good condition.



Extensive block cracking. Blocks tight and sound.

Slight rutting in wheel path.



RATING 1

FAILED —
Reconstruction required

Roads have failed, showing severe distress and extensive loss of surface integrity.

Potholes from frost damage. Reconstruct.



Potholes and severe alligator cracking. Failed pavement. Reconstruct.



Extensive loss of surface. Rebuild.

City of Hillsdale POOR Street Mileage (57.27%)

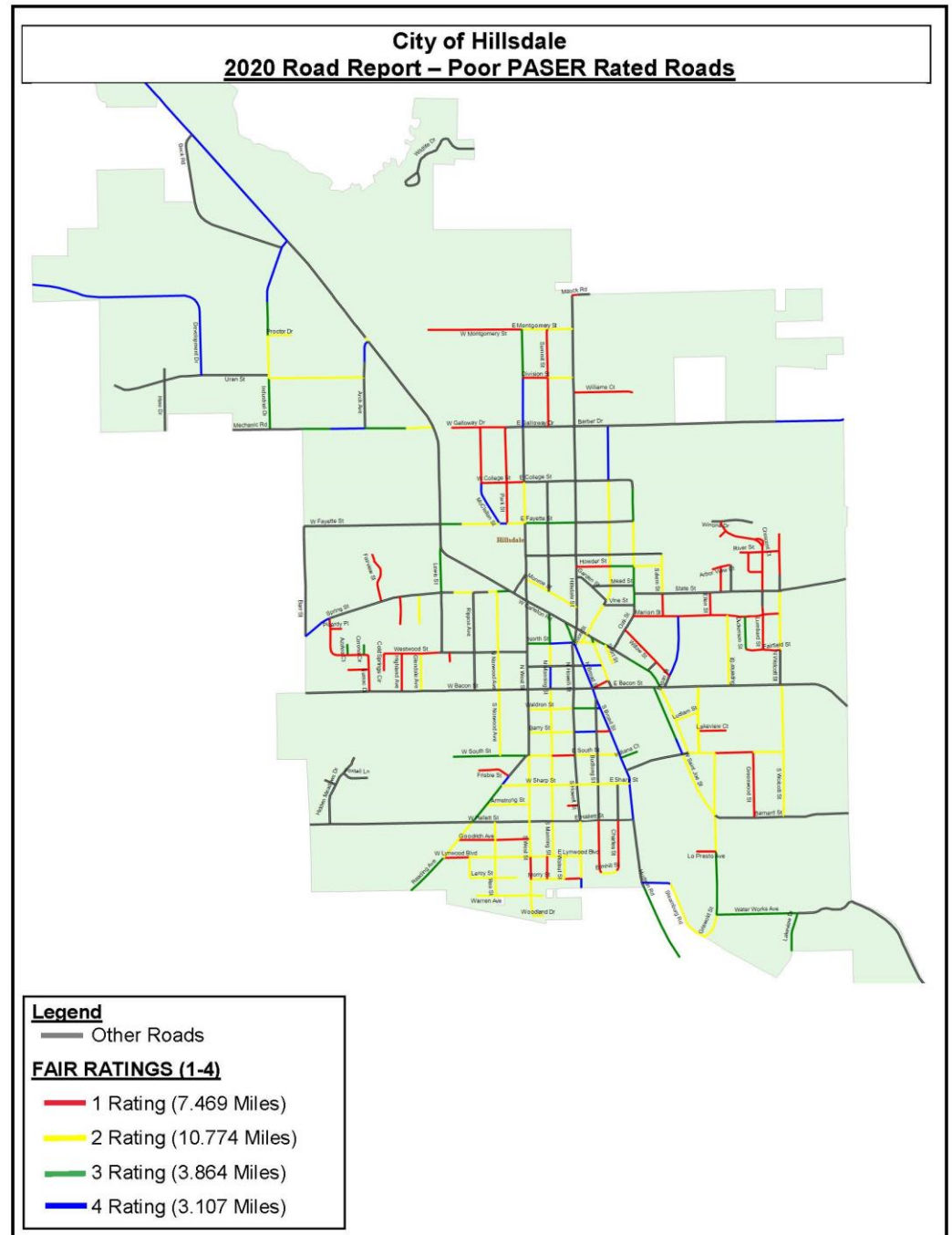
4 Rating – 3.107 Miles

3 Rating – 3.864 Miles

2 Rating – 10.774 Miles

1 Rating – 7.469 Miles

Figure 5



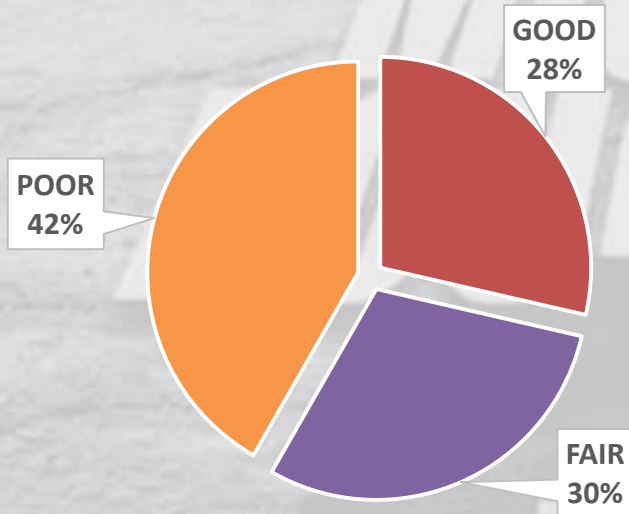
The Health of the Hillsdale Street System



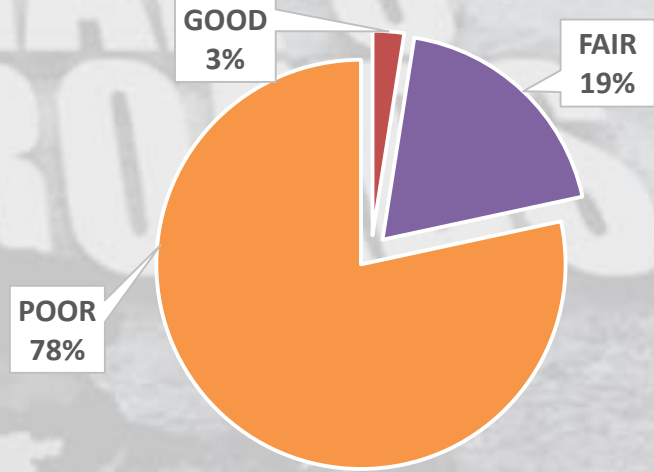
**MICHIGAN'S
ROUGH ROADS**



City of Hillsdale's Major System Trend (2011 TO 2020)



2020



2015

2016 to 2020 Construction Funds:

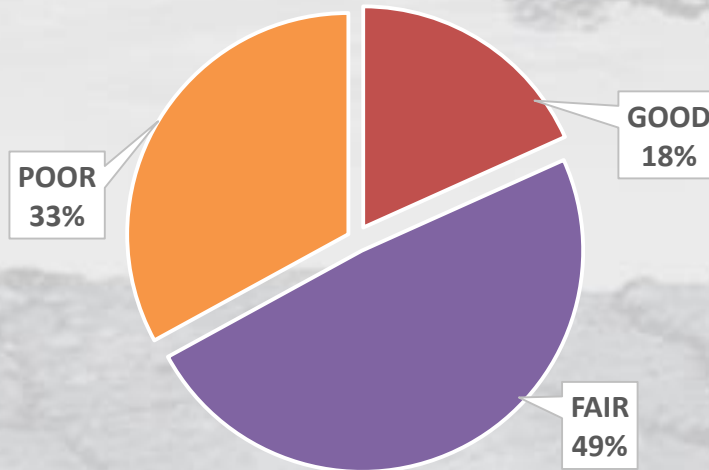
City Funds: \$1,058,832

Grant Funds: \$637,500

Total 4 Year Expenditures:

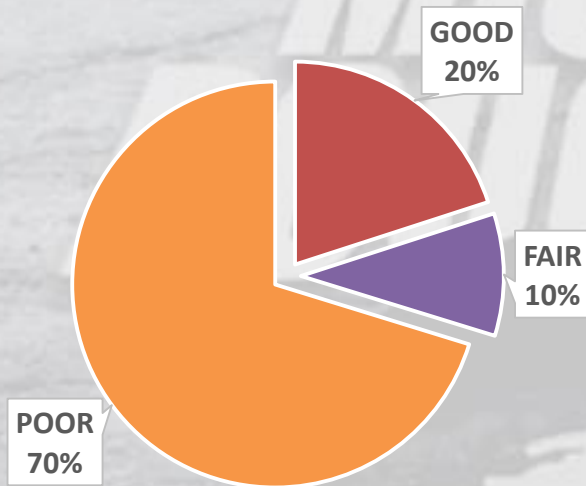
\$ 1,696,332

\$424,083/YEAR

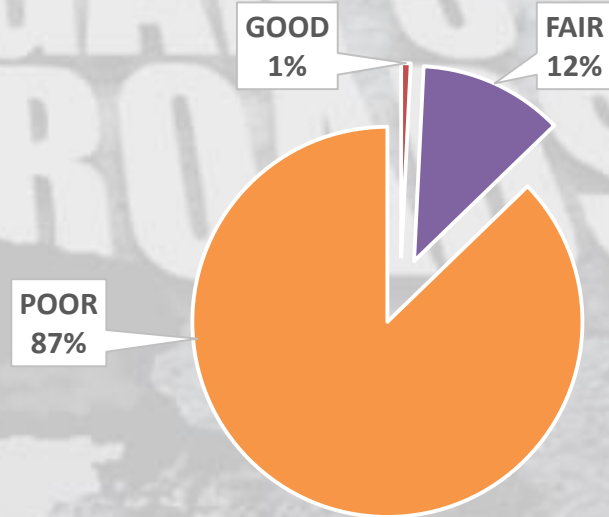


2011

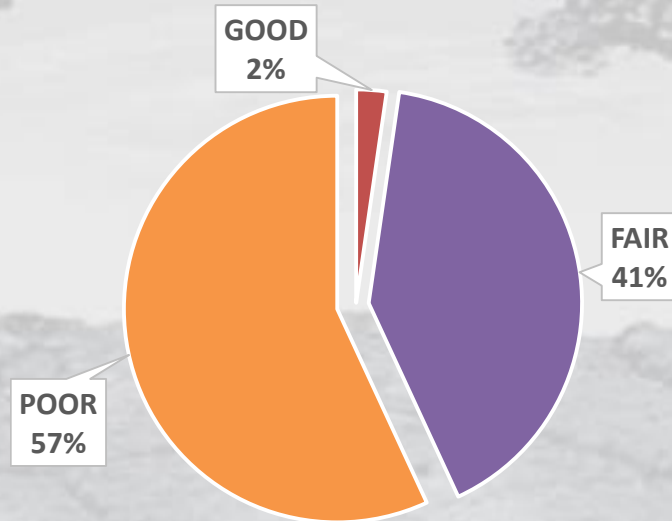
City of Hillsdale's Local System Trend (2011 TO 2020)



2020



2016



2011

2016 to 2020 Construction Funds:

City Funds: \$1,251,208

Grant Funds: \$2,087,500

Total 4 Year Expenditures:

\$ 3,338,708

\$834,667/YEAR

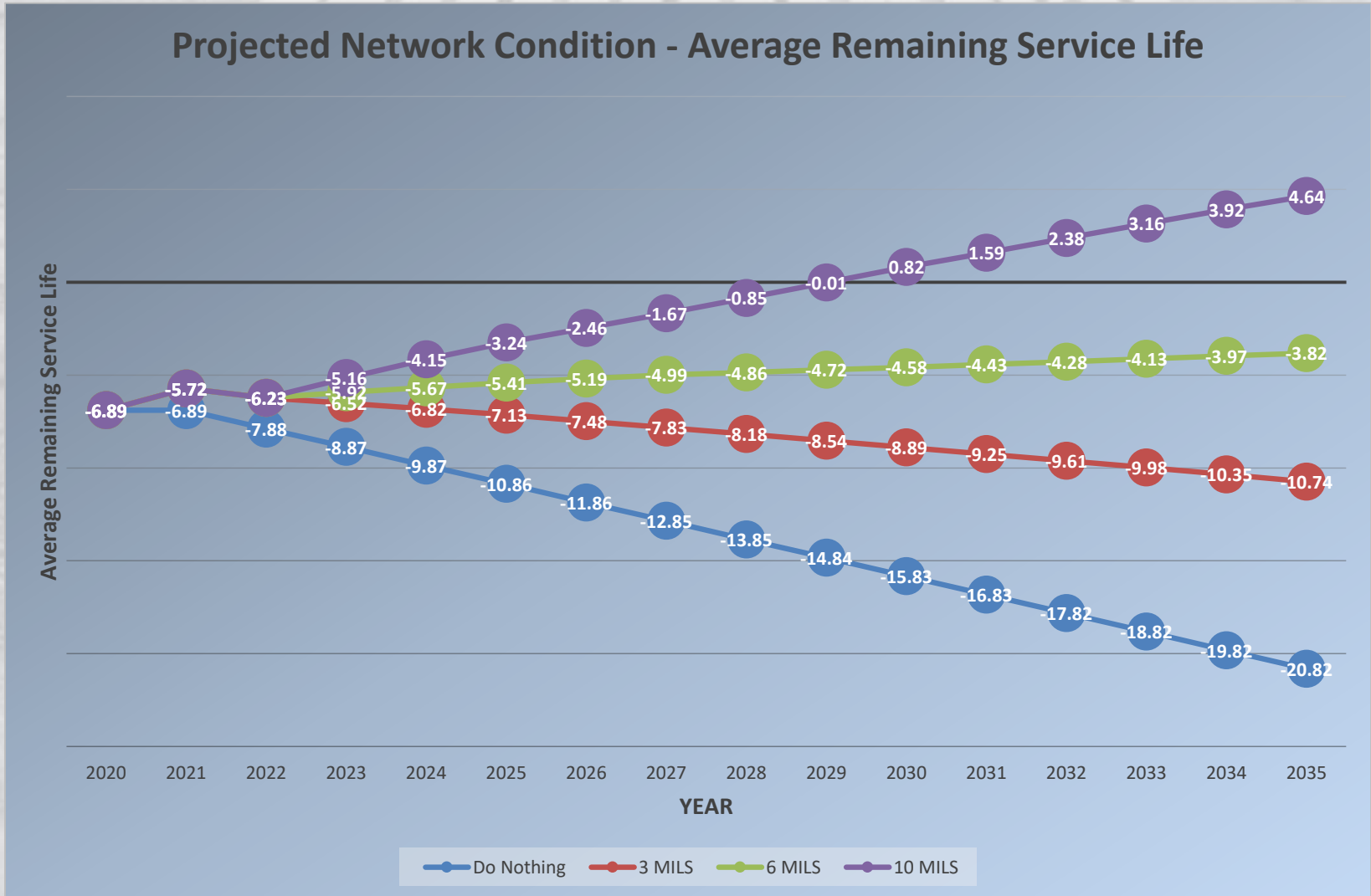
Gas Tax (Act 51) Funding

	2021-22 Major Street	2021-22 Local Street	2022-23 Major Street	2022-23 Local Street	2023-24 Major Street	2023-24 Local Street	2024-25 Major Street	2024-25 Local Street	2025-26 Major Street	2025-26 Local Street
Expected ACT 51 Revenues	\$818,547.00	\$269,683.00	\$845,187.00	\$278,461.00	\$862,090.74	\$284,030.22	\$879,332.55	\$289,710.82	\$896,919.21	\$295,505.04
Grant Funds										
Transfer to Local Street	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUE:	\$818,547.00	\$269,683.00	\$845,187.00	\$278,461.00	\$862,090.74	\$284,030.22	\$879,332.55	\$289,710.82	\$896,919.21	\$295,505.04
Yearly Operating (No Capitol or Transfers)	\$455,940.00	\$350,880.00	\$465,058.80	\$357,897.60	\$474,359.98	\$365,055.55	\$483,847.18	\$372,356.66	\$493,524.12	\$379,803.80
Available Construction Funds:	\$362,607.00	(\$81,197.00)	\$380,128.20	(\$79,436.60)	\$387,730.76	(\$81,025.33)	\$395,485.38	(\$82,645.84)	\$403,395.09	(\$84,298.76)

Funds are expected to cover the following expenses BEFORE construction

- Winter Maintenance
- Pavement Markings, Street Signage & Traffic Signals
- Street Surface Maintenance, i.e.; pot hole patching, crack filling, etc.
- Right-of-Way Tree, Drainage, and Grass Maintenance in public areas
- 1% of Major Street Funds is required to be expended on Non-motorized Improvements including ADA ramps improvements.

Local System Funding Needs



A negative RSL means are beyond preventative maintenance techniques and need structural fixes.

Possible Funding Options

Dedicated Local Street Millage

1 MIL = \$134,000, Est. \$52.00/MIL for the Avg. Assessed Value

3 MIL = \$152/Avg. Household/Year = \$13.00/Month

6 MIL = \$304/Avg. Household/Year = \$26.00/Month

Pros

- This is based on taxable valuable so this option provides uniformity based on assessed home value.
- The assessment benefits the entire city as such all businesses, residents, and visitors see the benefit even if the improvement is not necessarily on their street.
- Additional funding for increased amount of local street construction projects work.
- Businesses are contributing to the preservation of the City's road asset as their usage, i.e.; trucking, etc., is the most damaging to streets.

Cons

- Additional \$100 per 100,000 assessed taxable value per year to all residence and business owners within the City Limits.
- Businesses and residents are all assessed and may not see work over the period of the millage.
- Businesses pay a greater assessment and generally don't use residential streets.
- Colleges, Government Buildings, Churches, Hospitals and other such properties are tax exempt and thus do not contribute to these funds.

Possible Funding Options

Special Assessment Districts

Pros

- Only residents impacted by the construction project are assessed.
- Project is wholly (or partially) funded by the benefitting properties and the remaining Act 51 funds are available for operational expenses.
- Allows funds to be stretched further and the completing of more work.

Cons

- Could be disproportionate depending on the method of calculation for the construction project.
- Businesses generally have very long frontages and may have the largest of assessments.
- Being that assessments have not been done in the City for a while it would require education of the public.
- Residents may have difficulty paying the whole bill due to incomes. City's have funded these assessments with interest and can run the debt over a period of time. This increases city work but is beneficial to the residents.

Staff Funding Recommendation

Combination Millage/Special Assessment 3 MILS + Assessments

Special assess road projects, with an assessment to property owners covering a portion of the project. The remainder of the project is paid by the Act 51 and/or City funds.

Pros

- Property owners directly impacted by the project have some buy in with the project.
- This method may minimize a city wide millage and place more costs directly on residents who benefit from a project.
- Stretches the funds available for work thus allowing for more work to be completed.

Cons

- Assessments can vary greatly depending on the method used to develop the assessments.
- Being that assessments have not been done in the City for a while it would require education of the public.
- Some people may feel that they can't afford assessments even if the city allows a 10 year payback period with interest.

QUESTIONS ?



City of Hillsdale

Agenda Item Summary

Meeting Date: December 21, 2020

Agenda Item: New Business

SUBJECT: Railroad Right-of-Way

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

At the December 7th City Council meeting this item was requested to be placed on the agenda.

Per the attached map, highlighted in blue, a section of old railroad tracks were removed this past fall off Carleton, Union and Oak Streets. Typically, MDOT Rail gives the local community a right-of-first refusal to use the railroad right-of-way (ROW) for non-motorized paths. If there is no interest from the local community the ROW may be offered to adjacent property owners for lease.

Highlighted in pink is the City's current walking path, which in this section of town is sidewalk. Typically, a community in this situation would utilize the ROW and move the sidewalk section of walking path onto the ROW for continuity, safety and maintenance purposes. The City has been approached by Gelzer's Hardware about forgoing the potential future right-of-first refusal so they might secure the ROW to expand their new business location in the future. City staff believe this might be a situation where both the City and Gelzer's could utilize the ROW for the best interest of the entire city.

It's important to note, at this time, the City has not been offered a right-of-first refusal on this ROW.

RECOMMENDATION:

City Council discuss and consider the Gelzer's Hardware request.



City of Hillsdale

Agenda Item Summary

Meeting Date: December 21, 2020

Agenda Item: New Business

SUBJECT: Dial-A-Ride Mobility Management Third Party Contract

BACKGROUND PROVIDED BY STAFF:

The City prepares an annual application with MDOT for Dial-A-Ride grant funding for fiscal year 2021. As part of that application process, we requested and received a Federal Transit Administration, Section 5311 grant to fund mobility management activities. Services provided consist of short-range planning and management activities and projects for improving coordination among public transportation and other transportation-service providers in the Hillsdale area. This is the fifth year the City of Hillsdale has contracted with Key Opportunities, Inc. for these services. This funding is for fiscal year 2021, awarded under MDOT contract #2017-0063-P11. All cost for this program are covered 100% by the grant.

STAFF RECOMMENDATION:

That Council approve the attached agreement and authorize the Mayor and Clerk to sign on behalf of the City.

City of Hillsdale
Third Party Agreement
Mobility Management Capital Request

This AGREEMENT is entered into this 7 day of December, 2020 by and between City of Hillsdale (hereinafter referred to as “AGENCY”, located at 97 North Broad Street Hillsdale, Mi. and Key Opportunities, Inc. (hereinafter referred to as “CONTRACTOR”), located at 400 N. Hillsdale St. Hillsdale, MI 49242

WITNESSETH:

In consideration of the covenants, recitals, promises, representations and agreements herein set forth, the AGENCY and the CONTRACTOR do hereby expressly agree as follows:

ARTICLE I
SCOPE OF WORK

It is mutually understood and agreed that:

The CONTRACTOR shall perform in accordance with this contract, and shall furnish all materials, performance of work, and services required to perform and complete in a sound, economical and efficient manner, and in accordance with provisions hereof and all applicable laws, all the work required for the following project:

Mobility Manager Duties and reports

ARTICLE II
COMPONENT PARTS OF THIS CONTRACT

This contract consists of this agreement and the following component parts. Components which are incorporated by reference and made part of this contract even if not attached hereto are referenced by title, date or other method of identification.

Request for application in PTMS - Issue date 2/2020

Any inconsistency in the terms associated with this Contract will be resolved by the following Order of precedence:

- (a) The contents of PTMS application 2021
- (b) Appendix A Prohibition of Discrimination in State Contracts (attached).

ARTICLE III
TIME

It is mutually understood and agreed that the CONTRACTOR will commence the work to be performed upon award of Project Authorization 2017-0063/P11. The approval of the Project Authorization 2017-0063/P11 and notification from the City of Hillsdale will serve as the “Notice to Proceed” subject to authorized adjustments. The completion of this agreement will be September 30, 2021

**ARTICLE IV
PRICE**

It is mutually understood and agreed that the AGENCY will pay up to the contract maximum amount of \$35,000 in current funds to the CONTRACTOR, for delivery of the work described in Article I as specified, subject to any deduction or additions provided by Change Order as provided in the Terms and Conditions. The total costs are not to exceed the Contract maximum amount of \$35,000.

The CONTRACTOR agrees that the costs reported to the AGENCY for this Contract will represent only those items which are properly chargeable in accordance with this Contract. The CONTRACTOR also certifies that it has read the Contract terms and has made itself aware of the applicable laws, regulations, and terms of this Contract that apply to the reporting of costs incurred under the terms of this Contract.

Payment for services shall be paid on a quarterly basis, CONTRACTOR will submit an invoice to the AGENCY each quarter.

If progress payments are made for costs incurred by the CONTRACTOR prior to the completion of work, the AGENCY shall obtain adequate security for those payments; and, the CONTRACTOR will provide sufficient documentation to substantiate the work performed for which payment is requested.

**ARTICLE V
MISCELLANEOUS**

ALL terms and conditions included in the prime contract are incorporated in the subcontract. In the event of a conflict between the terms and conditions of the subcontract and those of the prime contract, the terms and conditions of the prime contract shall prevail.

This agreement shall in all respects be governed by, and construed in accordance with, the laws of the State of Michigan.

In witness whereof the parties hereto have caused this agreement to be executed on the day and year first above written, in several original counterparts, each of which shall be deemed to constitute an original having identical legal effect.

CONTRACTOR: Key Opportunities, Inc.

Signature

Title

Date

AGENCY: City of Hillsdale

Signature

Title

Date

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

**City of Hillsdale
Agenda Item Summary**

Meeting Date: December 21, 2020
Agenda Item: New Business
Subject: 2021 Reallocation of County GIS Fees

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor):

Please see the attached letter dated December 4, 2020.

The Hillsdale County Equalization Department provides Geographic Information System (GIS) mapping services to the townships and cities in the county, including the City of Hillsdale. The services offered include an interactive website, updates to tax parcel maps reflecting changes in tax descriptions (splits and combinations), zoning maps, and other specialized maps as needed. Each local unit wishing to utilize the service pays an annual per parcel fee to help fund staffing and technology levels to maintain this program. The county has historically credited a share of their digital sales for GIS data back to the local units to offset these parcel mapping costs. As stated in the letter, the annual credit to the City has ranged between \$140 and \$400.

The County Commissioners are requesting that local units forgo their portion of revenue sharing in an effort to help fund the GIS services administered by the County. For local units forgoing their share, the County will also reallocate their share to the GIS Program from the county general fund. GIS is a valuable service, but not one that is statutorily required for the county to provide. The City chose to abstain from the program for a number of years prior to my appointment as City Assessor, and the accuracy and adequacy of our tax and zoning maps suffered greatly as a result.

RECOMMENDATION:

Adopt a resolution forgoing the City's share of the revenues generated from County GIS fees.

EQUALIZATION & LAND INFORMATION

HILLSDALE COUNTY, MICHIGAN



33 McCollum St. - Suite 223
Hillsdale MI 49242-1688
Phone: (517) 439-9166
Email: nwheeler@co.hillsdale.mi.us

December 4, 2020

Dear City/Township Officials,

In June of 2004 the Hillsdale County Board of Commissioners passed resolution 04-052 setting the distribution of revenue collected by the "reasonable fees" paid by commercial users in accordance with Hillsdale County's Enhanced Access to Public Records Policy. This distribution of revenue recognized the collaborative efforts of the County along with all local assessing units in Hillsdale County with the implementation of the Hillsdale County Geographic Information System (GIS). The distribution set forth in resolution 04-052 is:

- 25% refunded to the local units of government on their equalization bill
- 25% to the county general fund
- 25% to the flyover escrow fund
- 25% to the mapping office, and GIS program

With funds appropriated by the County Board during implementation of the GIS Program now exhausted and revenues generated annually no longer sufficient to fund the GIS the County Board of Commissioners is asking local assessing units to forgo their 25% share of the revenue collected. On November 10th the County Board of Commissioners passed resolution 20-099 (Copy Attached) that would, for each assessing unit approving to forgo their 25% share, reallocate the local units 25% share along with the County's matching 25% share to the GIS Program effective January 1, 2021.

Since this distribution has been in place, the 25% share has ranged between \$140 and \$400 per unit and for 2020 the share is \$249.96 and is reflected as a credit on the enclosed invoice. If your local unit agrees to this re-distribution of revenue we ask that a copy of the board/council resolution or minutes approving this action be forwarded to the Equalization Office.

In another matter relating to the GIS Program is a change to the GIS Interactive Map Application that was implemented back on April 1, 2020 after years of utilizing a different platform. With the new version, accounting of authorized users to the subscriber level is now locally administered and is more flexible to handle the number of subscriber level users we generally have utilizing the site. Historically we have had one log in assigned to each jurisdiction that has been passed on to new employees and officials of the jurisdictions over the years and plan to change this to specifically assigned named user accounts. With that, on or about February 1, 2021 we will purge those user accounts that were set up initially to cover the jurisdiction as a whole.

Over->

Prior to this change of user account credentials we ask that any employee or elected official of your jurisdiction needing access to the subscriber level GIS Interactive Mapping site contact this office to set up an individual user account.

If you have any questions or need further explanation of either topics covered in this letter please call me at (517) 439-9166 or you can e-mail me at nwheeler@co.hillsdale.mi.us

Sincerely,



Nicolas L. Wheeler, Director
Hillsdale County Equalization

Enclosures

November 10, 2020

TO THE HONORABLE BOARD OF COMMISSIONERS:

We recommend adoption of the following resolution:

Whereas, Resolution 04-052 sets forth a "Fee Distribution" for all revenues generated by the "reasonable fees" paid by commercial users to the County, in accordance with Hillsdale County's Enhanced Access to Public Records Policy and,

Whereas, Resolution 04-052 allocates the revenues generated as follows:

- 25% refunded to the local units of government on their equalization bill
- 25% to the county general fund
- 25% to the flyover escrow fund
- 25% to the mapping office, and GIS program

Whereas, Funds to support the County's GIS Program can no longer depend solely on the 25% allocated to the GIS Program set forth in Resolution 04-052.

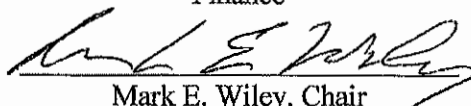
Now, therefore, be it resolved that a request be made to all of the Townships and Cities asking them to forego the 25% allocated to them and that portion be reallocated to the GIS Program effective January 1, 2021 for each Township and City approving the request by resolution of their respective board or council.

Be it further resolved that for each Township and City that approves to forego their 25% share of the revenue generated, the Hillsdale County Board of Commissioners will reallocate their matching 25% share allocated to the county general and distribute it to the GIS Program effective January 1, 2021.

Respectfully submitted,



Bruce Caswell, Chair
Finance



Mark E. Wiley, Chair
Board of Commissioners

Approved by the Board of Commissioners
on November 10, 2020.

CITY OF HILLSDALE RESOLUTION # _____

REALLOCATION OF HILLSDALE COUNTY GIS FEES

WHEREAS, The Hillsdale County Equalization Department provides Geographic Information System (GIS) mapping services to the townships and cities in the county, including the City of Hillsdale.

WHEREAS, The services offered include an interactive website, updates to tax parcel maps reflecting changes in tax descriptions (splits and combinations), zoning maps, and other specialized maps as needed; and

WHEREAS, The County Commissioners are requesting that local units forgo their portion of revenue sharing in an effort to help fund the GIS services administered by the County. For local units forgoing their share, the County will also reallocate their share to the GIS Program from the county general fund.

NOW, THEREFORE, BE IT HEREBY RESOLVED The City of Hillsdale agrees to forgo their 25% share of the revenue generated, the Hillsdale County Board of Commissioners will reallocate their matching 25% share allocated to the county general and distribute it to the GIS program effective January 1, 2021.

Adam Stockford, Mayor Date

Katy Price, City Clerk Date

**City of Hillsdale
Agenda Item Summary**

Meeting Date: December 21, 2020
Agenda Item: New Business
Subject: 2021 Guidelines for Poverty Exemption from Property Taxes

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor)

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

State Tax Commission [Bulletin 17 of 2020](#) was issued on October 20, 2020 with the updated federal poverty guidelines from the U.S. Department of Health and Human Services to be used in determining eligibility for 2021.

Please see [STC Bulletin 6 of 2017](#) for more guidance and information regarding poverty exemptions.

RECOMMENDATION:

1. Review and either adopt as submitted or adopt an amended version of the attached resolution establishing guidelines to be followed by the Board of Review in granting and denying poverty exemptions for the 2021 tax year. The resolution as submitted is taken from the sample resolution contained in Bulletin 6 of 2017. Some items to consider adding or altering in the resolution:
 - a. Calculation of exemption - One or more Board of Review members have asked that Council consider adding to the guidelines to provide for all property owners to pay at least some amount in property taxes, possibly calculated based on a percentage of the total household income.
 - b. Asset level test - The sample resolution states that the applicant is required to “file a claim reporting that the combined assets of all persons do not exceed the current guidelines,” but does not actually set guidelines. Please consider adding an actual limit to the total value of assets (a flat dollar amount, or a percentage of the total household income limit, for example).
2. Review the attached application based on the sample found in Bulletin 6 of 2017 and either approve as submitted or approve an amended version for use by the Assessor and Board of Review in processing requests for exemption under MCL 211.7u for the 2021 tax year.

These or alternative guidelines must be adopted by Council prior to March 2, 2021, the date of the first meeting of the 2021 Board of Review.



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695

POVERTY EXEMPTION APPLICATION

I, _____, Petitioner, being the owner and residing at the property that is listed below as my principal residence, apply for property tax relief under MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893. The principal residence of persons who, by reason of poverty are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation per MCL 211.7u(1).

In order to be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PERSONAL INFORMATION: Petitioner must list all required personal information.

Property Address of Principal Residence:	Daytime Phone Number:	
Age of Petitioner:	Marital Status:	Age of Spouse:
Number of Legal Dependents:	Age of Dependents:	
Applied for Homestead Property Tax Credit (yes or no):	Amount of Homestead Property Tax Credit:	

REAL ESTATE INFORMATION: List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.

Property Parcel Code Number:	Name of Mortgage Company:	
Unpaid Balance Owed on Principal Residence:	Monthly Payment:	Length of Time at This Residence:
Property Description:		

ADDITIONAL PROPERTY INFORMATION: List information related to any other property you, or any member residing in the household owns.

Do you own, or are buying, other property (yes or no)? If yes, complete the information below.		Amount of Income Earned from Other Property:	
Property Address	Name of Owner(s)	Assessed Value	Amount & Date of Last Taxes Paid
		\$	
		\$	

EMPLOYMENT INFORMATION: List your current employment information.

Name of Employer:	Name of Contact Person:
Address of Employer:	Employer Phone Number:

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRA's (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

CHECKING, SAVINGS AND INVESTMENT INFORMATION: List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

LIFE INSURANCE: List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payment	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

MOTOR VEHICLE INFORMATION: All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

LIST ALL PERSONS LIVING IN HOUSEHOLD: All persons residing in the residence must be listed.

First & Last Name	Age	Relationship to Applicant	Place of Employment	Amount of Monetary Contribution to Family Income

PERSONAL DEBT: All personal debt for all household members must be listed.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

MONTHLY EXPENSE INFORMATION: The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating:	Electric:	Water:
Phone:	Cable:	Food:
Clothing:	Health Insurance:	Garbage:
Daycare:	Car Expense (gas, repair, etc):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):

CITY OF HILLSDALE RESOLUTION # _____

GUIDELINE RESOLUTION FOR POVERTY EXEMPTION

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Hillsdale, Hillsdale County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission Form 4988, *Poverty Exemption Affidavit*.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the 2021 federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Federal Poverty Guidelines Used in the Determination of Poverty Exemptions

2021

Size of Family Unit	Poverty Guidelines
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120
For each additional person	\$4,480

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

The foregoing resolution offered by City Council Member _____ and supported by City Council Member _____.

Upon roll call vote, the following voted:

“Aye”: _____

“Nay”: _____

The City Clerk declared the resolution _____.

Adam Stockford, Mayor

Date

Katy Price, City Clerk

Date

RECEIVED

JAN 17 2020

ELECTION
COMMISSION



CITY OF HILLSDALE

CITY OF HILLSDALE
CITY CLERK'S OFFICE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Cathy S Kelemen

Address: _____
Street City Zip

Phone: Home _____ Work _____

E-Mail _____

Are you a resident of City of Hillsdale? Yes No _____

Occupation: (if retired, former occupation) Customer Service/Deposit Operations County National Bank

Please check the expertise and skills you can contribute:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Accounting | <input checked="" type="checkbox"/> Planning | <input type="checkbox"/> Community Relations |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Computers | <input type="checkbox"/> Public Speaking |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Knowledge of the Cause | <input type="checkbox"/> Finance |
| <input type="checkbox"/> Advocacy | <input type="checkbox"/> Public Relations | <input type="checkbox"/> Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Legal | <input type="checkbox"/> Other _____ |

Brief Educational Background:

1993 Homer High School Graduate, Kellogg Community College 1996 Associates In Applied Science-Paralegal
Graduate of the Perry School of Banking 2019, Certified National Check Professional

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s) if any:

Hillsdale AYSO 742 Board Member

What other volunteer boards/committees have you served?

I've served on the Parent Forum board as the VP at Will Carleton Academy

Describe any previous activities related to government: _____

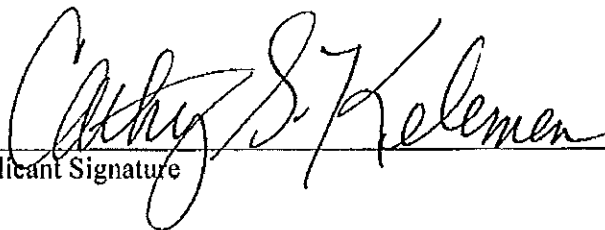
Please explain why you would be interested in serving on the committee: _____

I am always looking for ways to give back to my community and believe this is a commitment I can make and keep while serving the community in this small capacity

Please explain your understanding of the City of Hillsdale: _____

Small college town, Hillsdale was founded/established 1835

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.


Applicant Signature

1/14/20
Date

Describe any previous activities related to government: _____
City of Hillsdale Planning Commission member and chair

Please explain why you would be interested in serving on the council or committee: _____
I would like to to continue my involvement with the City of Hillsdale

Please explain your understanding of the City of Hillsdale:
Hillsdale is a small town with big opportunities. While there are challenges and always will be, the city seems to be in a period of growth. Leadership seems poised to continue positive development and change within the city.

Additional comments: _____

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.

Amber L. Yoder
Applicant Signature

1-27-2020
Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6441 FAX: (517) 437-6448
cityofhillsdale.org

What Board/Commission would you like to serve? Election Commission

Name: Jacob Parker

Address: Hillsdale 49242
Street City Zip

Phone: Home Work

E-Mail

Residency is required for most Boards & Commissions.
Are you a resident of City of Hillsdale? Yes X No If so, for how long? 24 Years

Occupation: (if retired, former occupation) Accounting Specialist at a bank

Please check the expertise and skills you can contribute:

- Accounting Planning Community Relations
Fund Raising Computers Public Speaking
Marketing Knowledge of the Cause Finance
Advocacy Public Relations Management
Human Resources Legal Other

Brief Educational Background:

I have an associates from Jackson College in Business Administration along with a certificate.
I've recently finished my bachelors degree in Business Administration at Trine University

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):

In high school I volunteered regularly at King's Kupboard Food Pantry.
Currently I volunteer a lot through work: Junior Achievement, Hillsdale County Fair, Special Olympics, parades.

On what other volunteer boards/committees have you served?
N/A

Describe any previous activities related to government: _____
N/A

Please explain why you would be interested in serving on the council or committee: _____
Hillsdale is home. I live here, work here and want to grow my life here. I want to do my part in helping the city
grow and flourish. I also believe that service to your community is important.

Please explain your understanding of the City of Hillsdale: _____
I see Hillsdale as a city that's had its fair share of rough years but we seem to be on the rise. There's a lot of
activity and opportunities that the city seems poised to benefit from. We're a "city" but we're still pretty small
with an interconnected community.

Additional comments: _____

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street,
Hillsdale, MI 49242.



Applicant Signature

11/21/19

Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Penny Swan

Address: Hillsdale 49242
Street City Zip

Phone: Home Work NA

E-Mail Are you a resident of City of Hillsdale? Yes No

Occupation: (if retired, former occupation) Medical Field

Please check the expertise and skills you can contribute:

- Accounting, Fund Raising, Marketing, Advocacy, Human Resources, Planning, Computers, Knowledge of the Cause, Public Relations, Legal, Community Relations, Public Speaking, Finance, Management, Other

Brief Educational Background:

I have been following the Airport all of my life. I have been going to AAC meetings for a few years now. I am a active member in the Political World of Hillsdale and have a interest in the Airport

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):

I started a mission at my church of the less fortunate where I give out daily essentials that you can not buy on Food Stamps like TP and Soap. Past Board member at Habitat for Humanity.

On what other volunteer boards/committees have you served?

Currently on the ZBA, Past Hillsdale Housing Board Member.

Describe any previous activities related to government: I ran for city Council, I have been to almost all the sub committee meeting the city has. I go to the County Commissioners meeting and also record these meetings.

Please explain why you would be interested in serving on the council or committee: To serve the city of Hillsdale, and its Citizens

Please explain your understanding of the City of Hillsdale: A wonderful small American town with a Great Future.

Additional comments: _____

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.

Penny L. B.
Applicant Signature

1-7-19
Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Ronald Scholl

Address: _____ Hillsdale 49242
Street City Zip

Phone: Home _____ Work _____

E-Mail _____

Are you a resident of City of Hillsdale? Yes _____ No

Occupation: (if retired, former occupation) Insurance Agent

Please check the expertise and skills you can contribute:

- | | | |
|---------------------------------------|--|---|
| <input type="radio"/> Accounting | <input checked="" type="radio"/> Planning | <input type="radio"/> Community Relations |
| <input type="radio"/> Fund Raising | <input type="radio"/> Computers | <input type="radio"/> Public Speaking |
| <input type="radio"/> Marketing | <input type="radio"/> Knowledge of the Cause | <input type="radio"/> Finance |
| <input type="radio"/> Advocacy | <input type="radio"/> Public Relations | <input type="radio"/> Management |
| <input type="radio"/> Human Resources | <input type="radio"/> Legal | <input type="radio"/> Other _____ |

Brief Educational Background:

B.S. business administration with an emphasis in Insurance - Ferris State University; Chartered Property Casualty Underwriter (CPCU), Associate in Risk Management (ARM); Certified Insurance Counselor (CIC)

What charitable or community activities have you **actively** participated in? Please describe any leadership role(s) you have (had) in the organization(s):

Active member of Hillsdale Rotary Club (past president 13/14 term year), current board member of Hillsdale Salvation Army; current secretary of Hillsdale Township Zoning Board of Appeals; current Deacon at Hillsdale United Brethren Church

On what other volunteer boards/committees have you served? past board member of Hillsdale Community Schools (chaired the school district's building and site committee); past assistant scoutmaster with troop 211/Hillsdale

Describe any previous activities related to government: see above

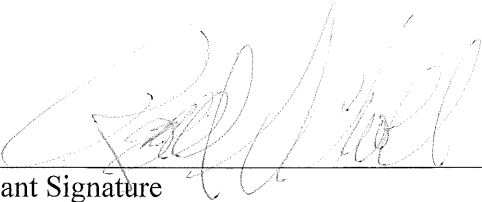
Please explain why you would be interested in serving on the council or committee: _____
as a life time resident of the Hillsdale community, I would like to help with the continued improvement and economic development of Hillsdale.

Please explain your understanding of the City of Hillsdale:
municipal government with a governing council overseeing the functions and services, including the BPU, of our municipality. Our city manager oversees the day to day operations of the city and answers to the council.

Additional comments: there's great potential in this community. Let's all be positive and draw on the talents and resources available.

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.

Applicant Signature



Date

10/30/17