

CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Monday, November 18, 2024 - 7:30 pm

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

3. PRESENTATIONS & CITIZENS COMMENTS ON AGENDA ITEMS

- a. Presentations
 - i. DTE Power Improvements Map – Barbara Rykwaldner
 - ii. Proclamation - Iona M. Merriwether
- b. Citizen Comments

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

- a. Approval of Minutes
 - i. November 12, 2024, Regular City Council Meeting
- b. Communications
- c. Council Follow Up List
- d. Special Events

6. PUBLIC HEARINGS

7. INTRODUCTION OF ORDINANCES

8. GENERAL BUSINESS DISCUSSION

- a. SEMCOG Road Safety Audit Recommendation Report
- b. Holiday Light Contest Discussion
- c. Doane's Landing Power Box
- d. MDOT Form 2012 – Naming City Manager the Street Administrator

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

- a. Accounts Payable
- b. Departmental Expenditures
 - i. Macqueen \$1,408
 - ii. Macqueen \$6,561

10. CITY MANAGER COMMENTS

11. CITY COUNCIL MEMBER COMMENTS

12. MAYOR'S COMMENTS

13. CITIZENS COMMENTS ON NON-AGENDA ITEMS

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

15. ADJOURNMENT

Proclamation

BY THE BELLEVILLE CITY COUNCIL:

WHEREAS, Iona M. Merriwether, a beloved resident of Belleville, Michigan, devoted 43 years to this community, enriching the lives of countless neighbors and friends through her warmth, compassion, and dedicated service; and

WHEREAS, Mrs. Merriwether shared a remarkable life of 91 years, embodying the qualities of kindness and resilience, and took great pride in her role as a supportive neighbor, caring for the children of local working families, thereby fostering a close-knit community in Belleville; and

WHEREAS, as the devoted spouse of the late Wilbur O. "Bill" Merriwether, who bravely served his country in the United States Army during the Vietnam Conflict and served his community with the Van Buren Township Police Department, Mrs. Merriwether exemplified a life of patriotism, dedication, and public service; and

WHEREAS, Mrs. Merriwether's legacy as a loving mother of 10, a grandmother of 32, a great-grandmother to many, and a great-great-grandmother to even more stands as a testament to the values of family, love, and devotion, impacting generations with her enduring spirit and boundless care; and

WHEREAS, her life touched countless individuals, and her love for Belleville and its people remains a cherished memory for all who were fortunate to know her;

NOW, THEREFORE, be it proclaimed that the community of Belleville formally recognizes and celebrates the extraordinary life of Iona M. Merriwether. Her legacy of service, love, and kindness will forever remain in the hearts and minds of her family, friends, and community.

IN WITNESS WHEREOF, this proclamation is issued on behalf of all who wish to honor and celebrate the life of Iona M. Merriwether.

Kenneth Voigt, Mayor

Kelly Bates, Mayor Pro-Tem

Jeremiah Beebe, Councilman

Julie Kissel, Councilwoman

Randy Priest, Councilman

Belleville City Council Meeting Follow-up List

	Issue Name / Description	Date Opened	Opened by	Proposed Action	Assigned to	Status Date	Due Date	Date Closed	Updated by Team Member	Details
3	<i>Street Repairs - Charles Street</i>	4/19/21	Voigt		Jason	10/1/2024			Jason	Quote received. Pending project
4	<i>Recodification of Ordinances</i>	7/18/16	Council		Steve	11/7/2024			Jason	Code of Ordinances scanned
6	<i>New City Hall</i>	11/13/23	Jason/Council		Jason	3/14/2024			Jason	Next step is discussing with engineering on potential costs. Also, request for funding has been submitted to House and Senate electeds.
7	<i>IT Infrastructure</i>	11/13/23	Steve		Steve/Jason	11/14/2024			Jason	Meeting on 11/15 to discuss gameplan for implementation
8	<i>Water Meters</i>	4/1/24	Jason		Jason	10/1/2024			Jason	Installs underway,
9	<i>Recycling Bin at DPS Yard</i>	4/1/24	Jason		Jason	11/14/2024			Jason	Discussion pending with Melissa about placement. Motorized gate quotes needed.

Belleville City Council Meeting Follow-up List

11	<i>SEMCOG Road Safety Grant</i>	4/1/24	Jason		Jason	11/14/2024			Jason	Review at 11/18 Council Meeting
13	<i>Victory Park Renovation</i>	7/2/14	Steve		Steve	10/1/2024			Jason	Renovations and Construction underway
14	<i>Outdoor Warning Siren</i>	7/1/24	Jason		Jason	11/14/2024			Jason	Snider Electric to run power to location
15	<i>5th and Liberty Parking Lot</i>	7/10/24	Steve/DDA		Steve	10/18/2024			Jason	Project nearly complete. Awaiting relocation of guy wire.
16	<i>5-year Parks Plan Refresh</i>	2/1/24	Jason		Jason	10/1/2024			Jason	Plan to DNR
17	<i>Master Plan Update</i>	8/30/24	Jason		Jason	10/18/2024			Jason	Giffels to begin planning public meetings.
18	<i>Newsletter</i>		Council		Jason	11/14/2024			Jason	Need content for December mailing with utility bills
19	<i>Leaf Pickup Program</i>		Council		Jason	11/7/2024			Jason	Leaf pickup underway.
20	<i>Sidewalk Plan</i>		Council		Jason	10/1/2024			Jason	Blocks are being inspected and marked for repair.
21	<i>Trees Plan</i>		Council		Jason	10/1/2024			Jason	Blocks are being inspected and marked for removal.
22	<i>POAM Negotiations</i>		POAM/Jason		Jason	11/14/2024			Jason	Updated T/A is pending presentation and vote by the membership
23	<i>GELC Negotiations</i>		GELC/Jason		Jason	10/1/2024			Jason	Awaiting GELC's calendar to begin negotiations.
24	<i>Lakeside Brush Clearing</i>		Council		Jason	11/7/2024			Jason	Cemetery cleared, will move to new section of waterfront.

Belleville City Council Meeting Follow-up List

26	<i>Meeting w/DTE to address outages and other issues</i>		Council		Jason	11/7/2024			Jason	DTE will be at the 11/18 meeting.
27	<i>Banner Policy</i>		Council		Jason	10/1/2024			Jason	Bridge is shared with VBT, want to check with them to see if they have a policy. Since we control only part of the bridge, we want to make sure the policies are aligned.
28	<i>4th Street Clock</i>		Council		Steve	10/1/2024			Jason	Steve to get prices for a new clock.
29	<i>Cemetery Tree Removal/Trimming</i>		Council		Jason	11/1/2024	11/14/2024		Jason	Trimming underway, est. completion before Thanksgiving

RESPONSE TO SAFETY AUDIT FINDINGS AND SUGGESTION

Road Safety Audit: City of Belleville

Issue identified by RSA		Agree?	If disagree, Explain why	RSA Suggestion(s)		To be Implemented? (yes, no, partial)	If yes, or partial: Deadline for implementation and who is in charge	If no or partial, explain why
1)	The Five Points Intersection			1)	Short Term: Modernize Signal			
				2)	Short Term: Pavement Marking and Signing Improvements			
				3)	Long Term: Reconstruct intersection as a roundabout			

Issue identified by RSA		Agree?	If disagree, Explain why	RSA Suggestion(s)		To be Implemented? (yes, no, partial)	If yes, or partial: Deadline for implementation and who is in charge	If no or partial, explain why
2)	Pedestrian Facilities			1)	Table top pedestrian crossing			
				2)	Curb Extensions at pedestrian crossings			
				3)	Install pushbuttons and upgrade pedestrian signals			
3)	Traffic Signals			1)	Modernize signals with backplates and pedestrian facilities			
4)	Speeds			1)	Additional speed limit signs			
				2)	Mini roundabout at 3rd street			
5)	Signs			1)	Corridor sign upgrade			
6)	Pavement Markings			1)	Refresh pavement markings throughout the corridor			

IS

If no or partial, describe an alternative action, if any

If no or partial, describe an alternative action, if any

Holiday Light Contest suggestions

Suggested Dates: Friday December 13 and Saturday December 14th from 6pm to 8pm

Downtown – Kelly Bates

Victoria Commons – Jeremiah Beebe

Belle Villa and Loza Lane -Ken Voigt

Old Belleville and Harbour Pointe – Julie Kissel

Remainder of the City – Randy Priest

Snider Electric, LLC
 7130 Rawsonville Rd
 Belleville, MI 48111
 +1 7342600113
 office@sniderelectricllc.com



Estimate

ADDRESS
City of Belleville 6 Main St Belleville, MI 48111

ESTIMATE #	DATE	EXPIRATION DATE
6012	11/13/2024	12/13/2024

P.O. NUMBER
 Doane's Landing

ACTIVITY	AMOUNT
Provide labor and material to complete the following: Replace the exterior box for the breaker panel and controls for street lighting and irrigation pump Reuse lighting controller and electrical panel The summary above is furnished by Snider Electric as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed. All estimates are good for 30 days from the date above unless otherwise noted. This quote assumes that the work area will be easily accessible and free and clear of clutter and debris. If area is not easily accessible, the general contractor or home owner will be made aware of area to be cleared in order for work to commence. If area is to be cleared by Snider Electric, this work will be performed on a time and material basis at \$115 per man hour plus material costs.	5,320.00

Thank you for the opportunity to bid. This bid is good for 30 days.	TOTAL	\$5,320.00
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Accepted By	Accepted Date
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A late fee of \$15 will be added to all invoices 30 days after due date.
 Now accepting Visa, Master Card, Discover and American Express - 3% will be added to the bill if paid with credit card.

RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

*This information is required by Act 51, P.A. 1951 as amended. Failure
to supply this information will result in funds being withheld.*

MAIL TO: Michigan Department of Transportation, Financial Operations
Division, P.O. Box 30050, Lansing, MI 48909.
or Fax to: (517) 335-1828

NOTE: Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner _____
offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate _____
_____ as the single Street Administrator for the City or Village of
_____ in all transactions with the State Transportation Department
as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner _____

Yeas _____

Nays _____

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting
of the governing body of this municipality on the _____ day of

CITY OR VILLAGE CLERK (SIGNATURE)	E-MAIL ADDRESS	DATE
STREET ADMINISTRATOR (SIGNATURE)	E-MAIL ADDRESS	DATE
ADDRESS OF CITY OR VILLAGE OFFICE		P.O. BOX
CITY OR VILLAGE	ZIP CODE	PHONE NUMBER

ACCOUNTS PAYABLE EXPENDITURES
COUNCIL MEETING ON
NOV 18 2024

DATE	AMOUNT	DESCRIPTION	G. TOTAL
11/18/2024	\$20,106.32	EFT	\$20,106.32
11/18/2024	\$61,111.63	CHECKS	\$61,111.63

GRAND TOTAL

\$ 81,217.95

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBER 774 - 778

BANK CODE: CHA2 - CHASE NEW ACCOUNT - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT				
11/14/2024	774(E)	DOWNRIVER UTILITY WASTE WATER	MONTHLY SEWAGE DISPOSAL CHARGES NOV 202	17,894.40
11/14/2024	775(E)	MICHIGAN MUNICIPAL LEAGUE	CDL DRIVERS FEE TERMS (1/01/2025 THRU 1	180.00
11/14/2024	776(E)	QUILL CORPORATION	CITY HALL - OFFICE SUPPLIES	259.55
11/14/2024	777(E)	TELNET WORLDWIDE	CITY PHONE SERVICES	676.12
11/14/2024	778(E)	VC3, INC	COMPUTER SUPPORT	1,096.25
CHA2 TOTALS:				
Total of 5 Checks:				20,106.32
Less 0 Void Checks:				0.00
Total of 5 Disbursements:				20,106.32

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBER 7850 - 7866

BANK CODE: CHA2 - CHASE NEW ACCOUNT - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT				
11/14/2024	7850	A DESIGN LINE EMBROIDERY	FD - SUPPLIES AND MAINT	121.46
11/14/2024	7851	ADVANCED ROOFING, INC.	FD - ROOFING WORK	26,790.00
11/14/2024	7852	ARREOLA, JUAN	2024 Sum Tax Refund 31 087 04 0020 000	6,630.37
11/14/2024	7853	BELLEVILLE CENTRAL BUSINESS C	2024 CHRISTMAS COLORING BOOK	50.00
11/14/2024	7854	DTE ENERGY	STREET LIGHTING 9100-4050-3245	6,651.57
11/14/2024	7855	DTE ENERGY	510 VICTORIAN LN 9100 161 5598	680.73
11/14/2024	7856	FREDERICK, ALAN-GUNESHA	2024 Sum Tax Refund 31 084 03 0207 303	715.75
11/14/2024	7857	INDUSTRIAL CHEM LABS & SERVIC	WATER & SEWER (ROOT BEGONE)	288.41
11/14/2024	7858	KONICA MINOLTA BUSINESS	MONTHLY FEE PD	14.37
11/14/2024	7859	KONICA MINOLTA BUSINESS SOLUT	COPIER/PRINTER	50.26
11/14/2024	7860	MACQUEEN	FD PARTS	160.90
11/14/2024	7861	MICHIGAN STATE FIREMEN'S ASSO	FD ASSOC DUES 2025	100.00
11/14/2024	7862	PIONEER LANDSCAPING & LAWN MA	CUT & WHIP CEMETERY	2,900.00
11/14/2024	7863	QUADIENT LEASING USA, INC	COVERAGE PERIOD 12/4/24 TO 3/3/25	512.31
11/14/2024	7864	VAN BUREN TOWNSHIP	HAZARDOUS WASTE MEETING AND LEGAL SERVI	15,000.00
11/14/2024	7865	VOIGT, KENNETH	REIMBURSEMENT	179.14
11/14/2024	7866	WAYNE COUNTY ACCTS RECEIVABLE	TRAF SIG ENERGY-9/24	266.36
CHA2 TOTALS:				
Total of 17 Checks:				61,111.63
Less 0 Void Checks:				0.00
Total of 17 Disbursements:				61,111.63

City of Belleville

EXPENDITURE IN EXCESS OF \$500.00

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5,000.00 Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor MACQUEEN Amount \$1408.00
101-336-983.000

PART 1

- ☐ This request is for Council approval prior to purchase
- ☐ This purchase was previously approved by Council by Res. No. _____
- ☐ This purchase is part of a bid approved by Council by Res. No. _____
- ☒ This purchase was specifically budgeted: per budget page 101-336-983.000
- ☐ This purchase was for an emergency (explain below or attach explanation).
- ☐ Other (explain below or attach explanation)

PART 2

This purchase was based on the following competitive price quotes:

This purchase is not based on competitive price quotes because:

NOT APPLICABLE or _____



MACQUEEN™

MacQueen

350 Austin Circle

Delafield, WI 53018

(262) 646-5911

Fax: (262) 646-5912

PLEASE REMIT TO:

MacQueen

1125 7th Street E

St Paul, MN 55106

651-645-5726 • 800-832-6417

Ship To: *BELLEVILLE FIRE DEPT
ATTN: CAPT AARON ZEHEL
6 MAIN ST
BELLEVILLE, MI 48111

Invoice To: CITY OF BELLEVILLE FIRE DEPT
6 MAIN ST
BELLEVILLE MI 48111

Attention: BRIAN LORANGER

Branch DELAFIELD, WI			*REPRINT* CANNYY		
Date 09/06/24	Time 15:13:18 (O)	Page 01			
Account No BELLE021	Phone No 7346979337	Inv No P35330			
Ship Via BEST WAY	Purchase Order ORDER				
Tax ID No					
		Salesperson 394 / 427			

PARTS INVOICE

ORDER#: 028093

Est. Ship Date 06/12/2025

Part#	Description	Bin	ORD	ISS	SHF	B/O	UTTTT	Price	Amount
910-1460	TEMPEST VS-24-R D013591 Tempest Technology Variable Speed Blower, VSG 18" Electric Fan		1	1	1			3267.00	3267.00
TV400-033	Ventmaster 565H D013591 Tempest Ventmaster 565HD Ventilation		1	1	1			2721.39	2721.39
TV415-001	Fire Chain Saw 16" Bar, No Depth Gauge TEMPEST 16" LOO D013591 TEMPEST 16" LOOP CARBIDE CHAIN		1	1	1			275.00	275.00
FRT	54 DRIVE LINKS SHIP & HNDLING		1	1	1			298.59	298.59

ORDER ACKNOWLEDGEMENT NUMBER: 023028

TRACKING: FEDEX 278794275970

MBL

TOTAL DUE

6561.98

ACCOUNT 101.336.983.000

DATE

APPROVED

10014, 2024
[Signature]

X

Received By

Date

VisitUsOnline
www.macqueengroup.com

City of Belleville

EXPENDITURE IN EXCESS OF \$500.00

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MACQUEEN

MacQueen

350 Austin Circle
Delafield, WI 53018
(262) 646-5911
Fax: (262) 646-5912

PLEASE REMIT TO:

MacQueen
1125 7th Street E
St Paul, MN 55106
651-645-5726 • 800-832-6417

Ship To: *BELLEVILLE FIRE DEPT
ATTN: CAPT AARON ZEHEL
6 MAIN ST
BELLEVILLE, MI 48111

Invoice To: CITY OF BELLEVILLE FIRE DEPT
6 MAIN ST
BELLEVILLE MI 48111

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TV400-033	Ventmaster 565H D013591 Tempest Ventmaster 565HD Ventilation		1	1	1			2721.39	2721.39
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FRT	SHIP & HNDLING		1	1	1			298.59	298.59

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TRACKING: FEDEX 278794275970

MBL

TOTAL DUE

6561.98

ACCOUNT

101.336.983.000

DATE

09/06/2024

APPROVED

[Signature]

X

Received By

Date

VisitUsOnline
www.macqueengroup.com