

CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Monday, April 7, 2025 - 6:30 pm

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

3. PRESENTATIONS & CITIZENS COMMENTS ON AGENDA ITEMS

- a. Presentations
 - i. Proclamation – Belleville Girls’ Basketball
 - ii. Service Recognition Plaque – Alicia McGovern
 - iii. Service Recognition Plaque – Mike Hawkins
 - iv. Service Recognition Plaque – Mike Renaud
- 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. March 17, 2025, Regular Meeting
- b. Communications
 - i. MMRMA Monthly Acknowledgements
 - ii. Michigan CLASS March Statement
- c. Council Follow-Up List
- d. DDA Follow-Up List
- e. DPW Report
- f. Special Events
 - i. Fill the Boot for Autism

6. PUBLIC HEARINGS

- a. None.

7. INTRODUCTION OF ORDINANCES

8. GENERAL BUSINESS DISCUSSION

- a. Resolution 25-006 – Commitment of 3-year plan for Non-Motorized Act 51 Funds
- b. Purchase of two Dominion Voting High-Speed tabulators
- c. Discussion – Main Street Parking

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

- a. Accounts Payable
- b. Departmental Expenditures

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, the Belleville High School Girls' Basketball Team has achieved the highest honor in Michigan high school basketball by winning the State Championship; and

WHEREAS, through dedication, perseverance, and teamwork, the players, coaches, and staff have demonstrated exceptional skill and sportsmanship throughout the season; and

WHEREAS, this championship victory brings great pride and recognition to Belleville High School, the City of Belleville, and the entire community; and

WHEREAS, the team's success is a testament to the hard work, commitment, and passion of the student-athletes, coaching staff, school administrators, families, and supporters; and

NOW, THEREFORE, the Belleville City Council and all our residents hereby congratulate the Belleville High School Girls' Basketball Team for their outstanding accomplishment and extend our deepest appreciation for their dedication and contributions to our community.

BE IT FURTHER RESOLVED that April 7, 2025 be recognized as

BELLEVILLE GIRLS' VARSITY BASKETBALL DAY

In the City of Belleville and we encourage all residents to celebrate this historic victory

Kenneth Voigt, Mayor

Kelly Bates, Mayor Pro-Tem

Jeremiah Beebe, Councilman

Julie Kissel, Councilwoman

Randy Priest, Councilman

**CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
MINUTES
Monday, March 17, 2025 - 6:30 pm**

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Mayor Voigt	Present
Mayor Pro-Tem Bates	Present
Julie Kissel	Present
Jerimiah Beebe	Present
Randy Priest	Present

3. PRESENTATIONS & CITIZENS COMMENTS ON AGENDA ITEMS

- Presentations – None.
- Citizen Comments – None.

4. APPROVAL OF AGENDA

MOTION: Motion by Bates, supported by Kissel to approve the agenda as presented.
Motion Carried.

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.

- Approval of Minutes
 - i. March 3, 2025 – Regular Meeting Minutes
- Communications
 - i. YTD Crime Stats & Calls for Service – February 2025
 - ii. YTD Stats – February 2025 Fire Department
- Council Follow Up List
- DPS Report
- Special Events
 - i. Buddy Poppy Distribution
 - ii. Flower Sale Fundraiser – Misty Meyers representing Boy Scout Troop 793 spoke on event being held Saturday May 10, 2025 at 4th Street Square
 - iii. Memorial Day Ceremony

MOTION: Motion by Priest, supported by Bates to approve the consent agenda as presented.

Motion Carried.

6. PUBLIC HEARINGS

- None.

7. INTRODUCTION OF ORDINANCES

- None.

8. GENERAL BUSINESS DISCUSSION

- Discussion – Disposition of Property

MOTION: Motion by Kissel, supported by Beebe to enter closed session at 6:33 PM **Motion carried.**

MOTION: Motion by Bates, supported by Priest to exit closed session at 7:07 PM. **Motion carried.**

MOTION: Motion by Bates, supported by Priest to resume regular council meeting at 7:08 PM. **Motion carried.**

MOTION: **Motion** by Bates, supported by Kissel, to approve City Manager Smith to move forward with purchase of 330 Charles.

ROLL CALL VOTE:

Council Member Priest	Aye
Council Member Beebe	Aye
Council Member Kissel	Aye
Mayor Pro Tem Bates	Aye
Mayor Voigt	Aye

Motion carried.

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

- Accounts Payable
- Departmental Expenditures

MOTION: Motion by Bates, supported by Priest to approve Accounts Payable and Departmental Expenditures in excess of \$2,500, as presented.

ROLL CALL VOTE:

Council Member Priest	Aye
Council Member Beebe	Aye
Mayor Pro-Tem Bates	Aye
Mayor Voigt	Aye
Council Member Kissel	Aye

Motion Carried.

10. ASSISTANT CITY MANAGER COMMENTS

- SLC is 72.44% complete with meter replacements, worked with BS & A to flag those accounts that have not had new meter installed. Calling or emailing residents that do not have meter changed.
- Tuesday and Wednesday will be at Cap Con for MML.
- Good notes for the next newsletter.

11. CITY COUNCIL MEMBER COMMENTS

- **Council Member Beebe – No comments**
- **Council Member Priest –**
 - Happy St. Patrick's Day
 - Anxious to move forward with new City Hall
- **Council Member Kissel –**
 - Planning Commission meeting last week, making good progress on Master Plan. Good response on survey.
 - Thank you, Melissa, sorry another light pole was hit.
 - Looking forward to 330 Charles.
- **Mayor Pro-Tem Bates**
- Happy St. Patrick's Day. Boy Scout's in attendance wore green for occasion.
- Nice to see everyone at meeting, nice the weather is turning.
- Restrooms will be open at parks soon as the weather is consistently nice.

12. MAYOR'S COMMENTS

- Glad to see full house, Boy Scouts stayed for the entire meeting
- Reminder Vietnam Veteran ceremony at High School from 5:00 – 7:00 PM Friday, March 21, 2025.
- Happy St. Patrick's Day.
- Excited about Master Plan – good job to everyone involved.
- This is a watershed year for the city with road improvement program and new City Hall.

13. CITIZENS COMMENTS ON NON-AGENDA ITEM

Diane Sloan from the Hair Station expressed concern over parking on Main Street in front of her business.

14. ACTION ITEMS FOR THE NEXT REGULARLY SCHEDULED MEETING

- None.

15. ADJOURNMENT

MOTION: Motion by Bates, supported by Beebe to adjourn at 7:21 PM.
No objections were noted.

Motion Carried.

Respectfully submitted by
Michelle Bellingham
Deputy City Clerk/Treasurer

Monthly Acknowledgement Report

City of Belleville

M0001053

For Period: 02/01/2025 To 02/28/2025

No Claims Have Been Reported For The Given Period



March 17, 2025

TO: MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY MEMBER

RE: **Monthly Acknowledgement Report**

Dear Member:

Attached, please find the Monthly Acknowledgement Report of all incidents and claims received by this office, from you, during the month of February 2025. If you have submitted any notice only, claim, or litigation during February 2025 that is not included on this report, or if there is something on this report that does not appear to belong to you, please contact MMRMA – Claims and advise at your earliest convenience.

The purpose of the report is to assure that no notice only, claim, or litigation is missed and all claims on the report belong to your entity.

If you have any questions, please do not hesitate to call 734-513-0300 or email me at skincaid@mmrma.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "Starr M. Kincaid".

Starr M. Kincaid, Esq.
Director of Claims and Legal Services
skincaid@mmrma.org

SMK/kf

Attachment(s)



0000781-0005275 PDF 763878

City of Belleville
6 Main St.
Belleville, MI 48111

Michigan CLASS

Michigan CLASS		Average Monthly Yield: 4.4156%						
		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
MI-01-0985-0001	General Fund	114.37	0.00	0.00	0.36	1.05	114.56	114.73
MI-01-0985-0002	General Fund	1,515,974.99	0.00	830,872.22	4,591.96	15,555.46	1,223,925.27	689,694.73
MI-01-0985-0003	Major Streets Fund	303,189.78	0.00	0.00	1,138.89	3,331.54	303,791.47	304,328.67
MI-01-0985-0004	Local Streets Fund	808,506.09	0.00	0.00	3,036.99	8,884.09	810,110.56	811,543.08



Summary Statement

March 31, 2025

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Investor ID: MI-01-0985

City of Belleville
6 Main St.
Belleville, MI 48111

Michigan CLASS - (continued)

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
MI-01-0985-0009	Building Department Fund	50,531.60	0.00	0.00	189.83	555.25	50,631.89	50,721.43
MI-01-0985-0012	Water & Sewer Fund	2,526,581.54	0.00	0.00	9,490.64	27,762.82	2,531,595.52	2,536,072.18
TOTAL		5,204,898.37	0.00	830,872.22	18,448.67	56,090.21	4,920,169.27	4,392,474.82



Account Statement

March 31, 2025

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Account Number: MI-01-0985-0001

General Fund

Account Summary

Average Monthly Yield: 4.4156%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	114.37	0.00	0.00	0.36	1.05	114.56	114.73

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2025	Beginning Balance			114.37	
03/31/2025	Income Dividend Reinvestment	0.36			
03/31/2025	Ending Balance			114.73	



General Fund

Account Summary

Average Monthly Yield: 4.4156%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	1,515,974.99	0.00	830,872.22	4,591.96	15,555.46	1,223,925.27	689,694.73

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2025	Beginning Balance			1,515,974.99	
03/21/2025	Withdrawal		830,872.22		3980224
03/31/2025	Income Dividend Reinvestment	4,591.96			
03/31/2025	Ending Balance			689,694.73	



Major Streets Fund

Account Summary

Average Monthly Yield: 4.4156%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	303,189.78	0.00	0.00	1,138.89	3,331.54	303,791.47	304,328.67

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2025	Beginning Balance			303,189.78	
03/31/2025	Income Dividend Reinvestment	1,138.89			
03/31/2025	Ending Balance			304,328.67	



Local Streets Fund

Account Summary

Average Monthly Yield: 4.4156%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	808,506.09	0.00	0.00	3,036.99	8,884.09	810,110.56	811,543.08

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2025	Beginning Balance			808,506.09	
03/31/2025	Income Dividend Reinvestment	3,036.99			
03/31/2025	Ending Balance			811,543.08	



Building Department Fund

Account Summary

Average Monthly Yield: 4.4156%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	50,531.60	0.00	0.00	189.83	555.25	50,631.89	50,721.43

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2025	Beginning Balance			50,531.60	
03/31/2025	Income Dividend Reinvestment	189.83			
03/31/2025	Ending Balance			50,721.43	



Account Statement

March 31, 2025

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Account Number: MI-01-0985-0012

Water & Sewer Fund

Account Summary

Average Monthly Yield: 4.4156%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	2,526,581.54	0.00	0.00	9,490.64	27,762.82	2,531,595.52	2,536,072.18

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2025	Beginning Balance			2,526,581.54	
03/31/2025	Income Dividend Reinvestment	9,490.64			
03/31/2025	Ending Balance			2,536,072.18	



Michigan CLASS

Michigan CLASS

Date	Dividend Rate	Daily Yield
03/01/2025	0.000000000	4.4608%
03/02/2025	0.000000000	4.4608%
03/03/2025	0.000121809	4.4649%
03/04/2025	0.000121593	4.4381%
03/05/2025	0.000121395	4.4312%
03/06/2025	0.000121589	4.4380%
03/07/2025	0.000364719	4.4374%
03/08/2025	0.000000000	4.4374%
03/09/2025	0.000000000	4.4374%
03/10/2025	0.000121285	4.4270%
03/11/2025	0.000121181	4.4231%
03/12/2025	0.000120947	4.4146%
03/13/2025	0.000120828	4.4102%
03/14/2025	0.000361941	4.4038%
03/15/2025	0.000000000	4.4036%
03/16/2025	0.000000000	4.4036%
03/17/2025	0.000120632	4.4031%
03/18/2025	0.000120659	4.4041%
03/19/2025	0.000120378	4.3938%
03/20/2025	0.000120105	4.3839%
03/21/2025	0.000360636	4.3877%
03/22/2025	0.000000000	4.3877%
03/23/2025	0.000000000	4.3877%
03/24/2025	0.000120359	4.3931%
03/25/2025	0.000120432	4.3951%
03/26/2025	0.000120817	4.4098%
03/27/2025	0.000120842	4.4107%
03/28/2025	0.000362508	4.4105%
03/29/2025	0.000000000	4.4105%
03/30/2025	0.000000000	4.4105%
03/31/2025	0.000120642	4.4034%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

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
1	<i>Recodification of Ordinances</i>	7/18/16	Council		Steve	11/7/2024			Jason	Code of Ordinances scanned and sent to Municode
2	<i>New City Hall</i>	11/13/23	Jason/Council		Jason	4/3/2025			Jason	Awaiting bid specs
3	<i>IT Infrastructure</i>	11/13/23	Steve		Steve/Jason	4/1/2025			Jason	VC3 will install new servers and networking at new City Hall
4	<i>Water Meters</i>	4/1/24	Jason		Jason	4/3/2025			Jason	Project is 75.96% complete
5	<i>SEMCOG Road Safety Grant</i>	4/1/24	Jason		Jason	2/6/2025			Jason	Lexipol working on SS4A and TAP Grant Applications. Hennessey working on engineering drawings and estimates.
6	<i>Victory Park Renovation</i>	7/2/14	Steve		Steve	10/1/2024			Jason	Renovations and Construction underway
7	<i>5-year Parks Plan Refresh</i>	2/1/24	Jason		Jason	4/1/2025			Jason	Giffels Webster undertaking revisions
8	<i>Master Plan Update</i>	8/30/24	Jason		Jason	11/25/2024			Jason	Public Surveys are online
9	<i>Newsletter</i>		Council		Jason	2/6/2025			Jason	Bi-Monthly Newsletter Underway
10	<i>Sidewalk Plan</i>		Council		Jason	10/1/2024			Jason	Blocks are being inspected and marked for repair.
11	<i>Trees Plan</i>		Council		Jason	10/1/2024			Jason	Blocks are being inspected and marked for removal.
12	<i>Banner Policy</i>		Council		Jason	4/3/2025		4/1/2025	Jason	Internal policy implemented
13	<i>4th Street Clock</i>		Council		Steve	11/25/2024			Jason	DDA selected new clock.
14	<i>High Street Repair</i>		Council		Jason	4/3/2025			Jason	Out for bid. Deadline 4/8
15	<i>Liberty Street Repair</i>		Council		Jason	4/3/2025			Jason	Out for bid. Deadline 4/8

Belleville City Council Meeting Follow-up List

16	<i>Employee Handbook General Policy Manual Revisions</i>		Jason and Michelle		Jason	2/6/2025			Jason	Handbook and Policy updates and revisions have begun.
17	<i>DPS Recycling Bin</i>		Council		Melissa/Jason	4/3/2025			Jason	Awaiting gate quote. Clearing the site has begun.
18	<i>Time Clock System</i>		Council		Steve/Jason	4/3/2025			Jason	Implementation rep has been assigned and time scheduled to begin onboarding
19	<i>Doanes Landing Power Box</i>		DDA		Steve/Jason	4/3/2025			Jason	Awaiting delivery of the box.
20	<i>Fire Department Consultant</i>		Council		Chief Faull	4/3/2025			Jason	Interviews to begin EOM.
21	<i>EV Charging Stations</i>		Council		Steve	4/3/2025			Jason	Company is working with DTE to install power drops.

Belleville DDA Follow-up List							
<u>Item/Description</u>	<u>Date Opened</u>	<u>Opened by</u>	<u>Proposed Action</u>	<u>Committee/ Individual</u>	<u>Status</u>	<u>Date Closed</u>	<u>Comments</u>
Marketing/Economic Development:							
Marketing/Social Media Director	11/16/2022	DDA Board	Hire part time person and/or recruit college or high school intern		IP		Develop marketing strategy, obtain grants oversee social media strategy, update website
Economic Development Director	11/16/2022	DDA Board	Develop RFP for position		P		Develop plan to bring businesses to Belleville, work with developers-status TBD
Partnerships with other organizations	11/16/2022	DDA Board	DDA sponsors events or funding		IP		Discuss Sponsorship Apps March DDA Meeting -- Continue discussions re:partnerships
Partnerships with local restaurants		DDA Board	DDA sponsors restaurants for events		P		Develop partnership to sponsor local restaurants with booth at downtown events
Event Support		DDA Board	Sponsor local events		C		Grants to be awarded March 2025
Grant Writer		DDA Board	Develop RFP for position		P		
Reestablish Park & Rec Committee		D Robinson			P		DDA representation on committee
Pop-Up Shops	10/18/23	Board	Purchase/build pop-up shops.		P		Determine best placement, tenant criteria, fee structure
DDA Marketing Plan	10/18/23	Board	Develop DDA marketing plan		IP		Marketing Committee currently reviewing RFP's to hire firm that will assist in developing marketing strategy
Maintenance							
Main Street Walk-Through		S Jones	DDA Board review downtown	DDA Board	P		Need to schedule for 2025
Lawn Maintenance		DDA Board	Weed control		C/R		Park Maintenance list
Mowing		DDA Board	Contract		R		Pioneer Landscaping contract
Landscaping/Flowers		DDA Board	Contract		R		Pioneer Landscaping contract
Horizon Park							
Dock Maintenance/Improvements		DDA Board	Board Discussion		P		Park Maintenance list-Replacement in 2025/26?
Benches and picnic tables		DDA Board	Board Discussion		P		Park Maintenance list
Landscaping/trees/flowers		DDA Board	Board Discussion		P		Park Maintenance list/Pioneer
Parking lot maintenance		DDA Board	Board Discussion		P		Park Maintenance list
Mulch/Maintenance		DDA Board	Mulch parking areas, park areas, clear brush with goats		R		Park Maintenance list/Goat contract for June 2025
Events/Marketing		DDA Board	Board Discussion		P		Develop events or partnership and marketing event

Belleville DDA Follow-up List							
<u>Item/Description</u>	<u>Date Opened</u>	<u>Opened by</u>	<u>Proposed Action</u>	<u>Committee/ Individual</u>	<u>Status</u>	<u>Date Closed</u>	<u>Comments</u>
Village Park							
Pond Maintenance		Ongoing Project			R		Phragmite's removal begun-continuing remediation
Pond Bridge Repair/Replacement		S Richardson-Williams	Repair/Replace		P/DE		Assessing options with DPW Director Melissa Frierson
Community Garden		DDA Board	Board Discussion		P		
Cement repair/replacement		DDA Board	Board Discussion	Jones	IP		Park Maintenance list
Pickleball Courts		DDA Board	Long term project/Grant Application		P		Grant apprvd 6/2024 fr Wayne Co- Construction underway
Benches and picnic tables		DDA Board	Purchase		P		Asses/Purchase more?-Spring 2025
Landscaping/trees/flowers		DDA Board	Ongoing maintenance		P		Park Maintenance list/Pioneer Spring installation
Playscape mulch		DDA Board	Ongoing maintenance		P		Park Maintenance list - Spring installation
Events/Marketing		DDA Board	Board Discussion		P		Develop events or partnership and marketing event, such as summer movie nights
Victory Park							
Building Renovations		DDA Board	Board Discussion	Jones	IP		Ongoing project-in process now, nearing completion
Cement repair/replacement		DDA Board	Board Discussion	Jones	IP		Park Maintenance list
Benches and picnic tables		DDA Board	Purchase		P		Possible purchase additional
Landscaping/trees/flowers		DDA Board	Ongoing maintenance		R		Park Maintenance list/Pioneer
Playscape mulch		DDA Board	Ongoing maintenance		R		Park Maintenance list
Events/Marketing		DDA Board	Board Discussion		P		Develop events or partnership and marketing event
Finance							
Event Funding Requests		DDA Board	Review applications for event support	Budget	IP		Award March 2025
Budget for 2025-2026		DDA Board	FY 2025-26 budget	Budget	IP		In process
Capital Improvement Plan		DDA Board	Board Discussion		P		Develop Capital Improvement Project List for planning and budgeting
Other							
Public Art - Sculptures		DDA Board	Committee selection	Art Committee	R		New sculptures installed May 2025
Community Calendar - Events		DDA Board	Board Discussion		IP		
Collaboration Meetings with other Organizations		DDA Board	Board Discussion		P		S. Jones discussed w/ M. Coburn-VBT DDA-date TBD
Community Volunteer Needs/Sign-up		DDA Board	Board Discussion		P		
DDA Business Registry		Director Robinson	Develop registry process	Robinson	IP		Investigating ordinance/legal requirements
Charging Stations for Electric Vehicles		DDA Board	Board Discussion		P		City project still in progress for EV stations
Parking		DDA Board	Lot at 25 5th St purchased for adtl prkg		C		Liberty St prkg lot extension project complete
New Flower Pots for Main St		DDA Board	Deffered to Spring 2025				
Status:							
P = Planning							
DE = Development and/or Engineering							
B = Out for Bid							
IP = In Progress							
C = Completed							
R = Recurring							
NA = No Action Taken							

Department of Public Works

Summary Report for March 31, 2025- April 7, 2025

Please find below the summary report of the Department of Public Works (DPW) Activities for the specified period:

Local and Major Roads

- Continued efforts in Filling potholes throughout the City to improve driving conditions.
- Regular emptying Trash Bins along Main St.
- Street sweeping operations began with a focus on the Major roads as we get the program started for the season.
-

Water

- Ongoing Miss Dig marking across the City to ensure compliance with underground utility requirements.
- Continued data collecting for Complete Distribution system materials (CSDMI).
- Ongoing work and updates on GIS mapping. Jason and I also met with staff from Belleville High school to coordinate and plan for the upcoming student internship program.
- Working with SLC on the meter replacements program.
- Addressed various work orders from the Water Department.
- DPW and Sewer and Water assisted Anytime plumbing restoring water services at Belle Villa. Additionally, the team replaced an 8-inch valve and is currently working on deterring responsibility for the valve maintenance.

Storm Sewer

- Cleared catch basin of debris following heavy rains to prevent flooding.

Parks

- Removing fallen branches in various Parks.
- Performed regular trash collection in the City Parks.

Motor Pool

- Continued Preventative Maintenance on all DPW vehicles.

Buildings and Grounds

- Organizational improvements at the DPW yard are ongoing.
- Remodeling and updates to the staff lunchroom are still in progress.

Training

- Daved Huby completed his CLD class and received his Class a CDL. We are so proud of Daved!
- Ongoing OSHA compliance training is being conducted with DPW Employees.

Cemetery

- Staff conducted drive-throughs to inspect the grounds.
- Trash bins were emptied regularly to maintain cleanliness.

Administration

- Policy and Procedure Manual: Ongoing development of a manual.
- Continuing efforts with Hennessey Engineers to address all Egle Violations.
- Currently Working on the Department of Public Works budget for the upcoming fiscal year.
- Coordinated with Stevens to remove the trash bin on the DPW lot and vacant lot next to DPW. Efforts are ongoing to ensure the few remaining receptacles will be removed within the next couple of weeks.

The overview reflects the Department of Public Works, through efforts to ensure the City infrastructure and services are maintained effectively. If further details are needed, feel free to reach out.

Melissa Frierson

Director of Public Works

City of Belleville
Special Event Application



PLEASE NOTE:

Applicant or their chosen representative must be present at the City Council Meeting when this application is presented

General Event Information	
Name of event:	Fill the Boot for Autism
Describe the purpose of the event	Raise money for Autism Alliance of Michigan
Name of organization sponsoring event:	Belleville Fire Association
Complete address of sponsoring organization: (PO Boxes are not acceptable)	Belleville Fire Department 25 Second St Belleville, MI 48111
Website of organization:	N/A
List of activities associated with the event (i.e. parades, vendors, concerts, etc.) *Attach additional documentation if necessary*	N/A
If there are any unusual activities planned or anticipated as a result of this event, list them here: (i.e. large groups of people, protests, gun salutes, fireworks, etc.)	N/A
Location & Schedule	
Location(s) of event	Main St @ High St
**Note: Emergency lanes allowing for public safety access must be available at all times. **	

City of Belleville
Special Event Application



Location & Schedule (continued)	
Actual operational dates and hours of event	April 2, 2025, 2pm-6pm
If additional dates are required for setup and tear-down, list them here:	N/A
Beginning time of event (including setup time)	2PM
Ending time of event (including tear-down time)	6PM
Funding	
How will this event be funded?	N/A
Who will be compensated for goods or services that support this event?	NONE
Will the City of Belleville be reimbursed for any services rendered?	☐ Yes ☒ No
Have you applied for and been granted an insurance policy for this event?	☐ Yes ☒ No (If yes, please attach a copy of the policy)
Public Safety / Public Services	
Approximate number of participants expected:	7-10 Fire Fighters
What is the plan for parking?	Chase Bank Parking Lot
How will this event be staffed/supervised?	
Will event require assistance from Police, Fire, or EMS?	☐ Yes ☒ No
If this is a multi-day event, please describe how goods/supplies that may be left on site overnight will be stored and secured:	
Will this event require the closure of any City streets?	☐ Yes ☒ No (If yes, please attach a map that clearly indicates which streets will be closed, and when)
Public Safety / Public Services (continued)	

City of Belleville

Special Event Application



Will event require utilization of barricades, traffic cones, or caution tape? (Attach additional documentation if necessary)	☒ Yes ☐ No (If yes, please identify how they will be setup, taken down, maintained, and returned to the City) Traffic Cones in the center median
Describe any signage to be used for the event including how they will be setup and removed, size, and location(s). (Attach additional documentation if necessary)	Small handheld sign and on 5x7 banner attached to the back of a fire vehicle
** Note: Refer to City's Sign Ordinance for details regarding allowable types and permissible locations of signs **	
Describe the plan for rubbish collection and removal: (Attach additional documentation if necessary)	Use City Trash Cans available
Will food be available/sold at event?	☐ Yes ☒ No If yes, describe by whom:
Will alcoholic beverages be available/sold at the event?	☐ Yes ☒ No If yes, describe by whom:
Please describe your plan for meeting State law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	
List of Document Attachments (if applicable)	
1.	4.
2.	5.
3.	6.

City of Belleville
Special Event Application



Applicant / Responsible Party Information	
First Responsible Party	
Name	Assist Chief: Christopher Zweng
Cell phone number	734-686-2788
24 hour emergency number	Same as cell
Email address	Czweng@belleville.mi.us
Driver's license number	
Date of birth	
Alternate Responsible Party (if applicable)	
Name	
Cell phone number	
24-hour emergency number	
Email address	
Driver's license number	
Date of birth	

This Section for City Use Only – Do Not Complete	
Action	Signature/Date
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to Application (if any)	
1.	
2.	
3.	
4.	
5.	
Action	Signature/Date
Final Approval	

CITY STAFF: Remove this page before attaching to City Council Packet.



4/3/2025

City of Belleville
Three-Year Plan for Compliance with PA 51, Section 10K

Introduction

The City of Belleville is committed to achieving compliance with PA 51, Section 10K, through the implementation of nonmotorized transportation improvements. This plan outlines the identified projects, timeline, estimated costs, and funding commitment necessary to maintain compliance with Michigan Department of Transportation (MDOT) requirements.

Project 1: Road Safety Audit (RSA) Nonmotorized Improvements

Project Description

The Road Safety Audit (RSA) identified necessary nonmotorized safety improvements along the Main Street Corridor from High Street to the “Five Points” Intersection (Main St., Sumpter Rd., Huron River Dr., Savage Rd./Columbia Ave.). The City intends to implement recommendations from the RSA to improve pedestrian and bicyclist safety at key intersections and along the corridor.

Scope of Work

Project Type: Pedestrian and bicyclist safety improvements

General Location: Main Street from High Street to the five-point intersection

Key Improvements:

- Upgrading pedestrian crosswalks with enhanced markings and signage
- Installation of pedestrian signals with countdown timers at applicable traffic lights
- Addition of curb extensions for safer pedestrian crossings
- Signage improvements to meet current MUTCD standards
- Speed control measures such as additional signage

- Demolition and removal of outdated pedestrian infrastructure

Estimated Costs

The estimated cost for RSA-related nonmotorized improvements is \$500,000 - \$750,000, distributed as follows:

Pedestrian signal upgrades: \$200,000

Pavement markings and signage: \$30,000

Pedestrian facility upgrades: \$50,000

Miscellaneous pedestrian traffic calming measures: \$75,000

Implementation Timeline

Year 1 (2025): Planning & Preliminary Engineering (Design, Funding, Approvals)

Year 2 (2026): Infrastructure Upgrades (Signal Modernization, Markings, Traffic Calming)

Year 3 (2027): Project Completion & Compliance Review (Final Safety Audits, Reporting)

Project 2: Iron Belle Trail Improvements

Project Description

The City of Belleville will support the extension of the Iron Belle Trail through the Main Street Corridor. This project will enhance connectivity for cyclists and pedestrians, linking Belleville to the broader regional nonmotorized trail network.

Scope of Work

Project Type: Trail and nonmotorized infrastructure enhancements

General Location: Main Street Corridor from Belleville Main Street to Huron River Drive

Key Improvements:

- Implementation of the Iron Belle Trail extension through the corridor
- Sharrow lane markings for shared bicycle and vehicle use
- Improved ADA-compliant ramps and sidewalk connectivity
- Upgraded pedestrian and bicycle-friendly signage

Estimated Costs

The estimated cost for Iron Belle Trail improvements is \$225,000, distributed as follows:

- Sharrow lane markings and bicycle infrastructure: \$75,000
- Sidewalk and ADA ramp upgrades: \$100,000
- Trail-related signage and wayfinding: \$50,000

Implementation Timeline

Year 1 (2025): Planning & Preliminary Engineering (Stakeholder Engagement, Funding, Design)

Year 2 (2026): Infrastructure Development (Trail Markings, Sidewalk Enhancements, Signage)

Year 3 (2027): Project Completion (Final Adjustments, Connectivity Enhancements, Compliance Review)

Additional Plans:

Citywide Sidewalk Plan: In addition to the specific nonmotorized improvements outlined above, the City of Belleville is launching a comprehensive Citywide Sidewalk Plan in 2025. Over the next three years, this plan will focus on enhancing sidewalk connectivity, repairing damaged sections, and ensuring ADA compliance throughout the city. This initiative will further support nonmotorized transportation and pedestrian safety, aligning with the broader goals of accessibility and mobility improvements.

Council Resolution of Support

The City of Belleville Council will pass a formal resolution committing to the implementation of both projects and allocating the necessary Michigan Transportation Funds (MTF) for project completion at their next Council Meeting on April 7, 2025.

Conclusion

By following this structured three-year plan, the City of Belleville will achieve compliance with PA 51, Section 10K, ensuring continued receipt of MTF payments while significantly enhancing pedestrian, cyclist, and nonmotorized infrastructure. This commitment aligns with the City's broader goals of promoting safer, more accessible, and well-maintained roadways and nonmotorized corridors for all users.

**CITY OF BELLEVILLE
RESOLUTION NO. 25-006**

**RESOLUTION TO COMMIT TO THE IMPLEMENTATION OF NONMOTORIZED
TRANSPORTATION IMPROVEMENTS AND THE ALLOCATION OF MICHIGAN
TRANSPORTATION FUNDS (MTF) FOR PROJECT COMPLETION**

WHEREAS, the City of Belleville is committed to enhancing nonmotorized transportation infrastructure to improve pedestrian and bicyclist safety and connectivity within the community; and

WHEREAS, in accordance with Public Act 51 of 1951 (PA 51), Section 10k, the City of Belleville has developed a Three-Year Plan for Compliance, which includes the implementation of nonmotorized transportation improvements; and

WHEREAS, the City has identified two major projects to achieve compliance with PA 51, Section 10k:

1. **Road Safety Audit (RSA) Nonmotorized Improvements** – Focused on enhancing pedestrian and bicyclist safety along the Main Street Corridor from High Street to the Five Points Intersection, including pedestrian crosswalk upgrades, pedestrian signal installations, curb extensions, signage improvements, and speed control measures.
2. **Iron Belle Trail Improvements** – Supporting the extension of the Iron Belle Trail through the Main Street Corridor, including sharrow lane markings, ADA-compliant sidewalk upgrades, and improved pedestrian and bicycle-friendly signage; and

WHEREAS, the City has also initiated a Citywide Sidewalk Plan in 2025, aimed at enhancing sidewalk connectivity, repairing damaged sections, and ensuring ADA compliance throughout the city, further aligning with the City's commitment to nonmotorized transportation improvements; and

WHEREAS, these projects will be implemented over a three-year timeline (2025-2027), including planning, preliminary engineering, infrastructure upgrades, and final compliance reviews to ensure adherence to Michigan Department of Transportation (MDOT) requirements; and

WHEREAS, the City of Belleville recognizes the importance of allocating Michigan Transportation Funds (MTF) toward these projects to ensure their successful completion and compliance with state funding requirements; and

WHEREAS, the Belleville City Council supports these projects and deems them necessary for the safety, accessibility, and well-being of residents and visitors.

NOW, THEREFORE, BE IT RESOLVED that the Belleville City Council formally commits to the implementation of the Road Safety Audit (RSA) Nonmotorized

Improvements and the Iron Belle Trail Improvements as outlined in the City's Three-Year Plan for Compliance with PA 51, Section 10k; and

BE IT FURTHER RESOLVED that the City Council authorizes the allocation and expenditure of the necessary Michigan Transportation Funds (MTF) to support these projects in accordance with the proposed budget and timeline; and

BE IT FINALLY RESOLVED that the City Manager is hereby authorized and directed to take all necessary actions to ensure compliance with PA 51, Section 10k, including securing funding, coordinating project implementation, and reporting progress to the Michigan Department of Transportation (MDOT) as required.

MOTION		SECOND	

AYES	NAYS	ABSENT	VOTE

State of Michigan)
County of Wayne) ss
City of Belleville)

I, Briana Hootman, City Clerk in and for the City of Belleville, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Belleville City Council on this 7th day of April 2025.

IN WITNESS WHEREOF, I have hereto affixed
My signature and the Seal of the City of Belleville,
Michigan, on this 8th day of April 2025.

Briana Hootman



March 14, 2025

City of Belleville, MI (Wayne County)

Q00013206

Prepared by:
Lori Patricola
lori.patricola@dominionvoting.com

Budgetary Quote

Product/Service	Description	Part Number	Qty	Unit Price	Extension
In-Person Voting: Polling Location Hardware					
ICP2 Kit (w/o Ballot Box)		175-000199	2	\$6,593.00	\$13,186.00
Sub-Total					\$13,186.00
Estimated Shipping					
Shipping (estimated)	EST-To Be Determined	S90000	1	\$50.00	\$50.00
Sub-Total					\$50.00
Purchase Sub-Total					\$13,236.00
Discounts					
Discount	ICP buy back	D00001	2	-\$1,000.00	-\$2,000.00
Sub-Total					-\$2,000.00
Purchase Total					\$11,236.00

Terms and Conditions

This quote is pursuant to the terms and conditions of Contract number 071B7700117.
All pricing is subject to inventory availability at the time of quote acceptance and execution.
Annual fees are due after the initial contract term of 4 years (commencing in year 5). Consumable items are available for return 30 days from delivery.

Annual Firmware License, Annual Hardware Warranty, and any extended service will be billed at then current rates commencing March 1, 2027.

We accept returns or exchanges for non-service items within 30 days of purchase. Items must be unused, in original packaging, and accompanied by a receipt or proof of purchase. Customized items and consumables are not eligible. For more details, contact your Sales or Customer Success Manager.

Signatures

Customer Name (printed)	Title		Signature	Date (MM/DD/YYYY)

ACCOUNTS PAYABLE EXPENDITURES
COUNCIL MEETING ON
APRIL 7 2025

DATE	AMOUNT	DESCRIPTION	G. TOTAL
4/7/2025	\$124,414.36	EFT	\$124,414.36
4/7/2025	\$41,155.48	CHECKS	\$41,155.48

GRAND TOTAL

\$ 165,569.84

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK DATE 03/27/2025 - 04/03/2025

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

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT					
Check Type: EFT Transfer CHA2					
03/27/2025	CHA2	1020(E)	AXON ENTERPRISES	BODY CAMERA (PD)	1,458.49
03/27/2025	CHA2	1021(E)	BLUE CARE NETWORK	EMPLOYEE INSURANCE 4/1/2025 - 4/30/2025	30,726.91
03/27/2025	CHA2	1024(E)	CINTAS	PD-SUPPLIES	81.91
03/27/2025	CHA2	1025(E)	COMCAST	CITY HALL PHONE BILL (MAR 21, 25 - APR	390.98
03/27/2025	CHA2	1026(E)	GREAT LAKES WATER AUTHORITY	CITY WATER BILL FEB 1 TO MARCH 1, 2025	29,411.39
03/27/2025	CHA2	1027(E)	HENNESSEY ENGINEERS INC	85324 (330 CHARLES CITY HALL RENOVATION	7,272.50
03/27/2025	CHA2	1030(E)	MENARDS	DPW YARD MAINT	69.59
03/27/2025	CHA2	1031(E)	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMP FUND AUDIT	12,737.00
03/27/2025	CHA2	1032(E)	MISTER MAT RENTAL SERVICE	CITY HALL MAT RENTAL	98.00
03/27/2025	CHA2	1033(E)	PRINCIPAL LIFE	LIFE INSURANCE - APRIL 2025	1,079.85
03/27/2025	CHA2	1036(E)	QUILL CORP	OFFICE SUPPLIES	645.82
03/27/2025	CHA2	1037(E)	STEVENS DISPOSAL & RECYCLING	DPW	701.90
03/27/2025	CHA2	1038(E)	SUMPTER ACE HARDWARE	WATER & SEWER MAINT	107.99
03/27/2025	CHA2	1045(E)	TERMINIX PROCESSING	PEST CONTROL CITY HALL AND POLICE	81.62
03/27/2025	CHA2	1046(E)	TRIMBLE INC	EAM STARTER PACKAGED 1 YR 4/2/25 - 4/1/	14,580.00
03/27/2025	CHA2	1047(E)	WEST SHORE SERVICES, INC	SIREN INSTALL	21,920.00
03/27/2025	CHA2	1048(E)	WEX BANK	FUEL BILL - FEB 7 TO MAR 6, 2025	2,692.08
04/03/2025	CHA2	1053(E)	COMCAST	FIRE DEPT (APR 6 TO MAY 5 2024)	290.95
04/03/2025	CHA2	1054(E)	HERC RENTALS INC.	DPW TRUCK RENTAL LATE FEES RETURNED PAY	67.38
Total EFT Transfer:					124,414.36
CHA2 TOTALS:					
Total of 19 Checks:					124,414.36
Less 0 Void Checks:					0.00
Total of 19 Disbursements:					124,414.36

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBER 8148 - 8188

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

Check Date	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT				
03/27/2025	8148	BELLEVILLE AREA INDEPENDENT	ADVERTISING & AND COUNCIL MEETING	178.50
03/27/2025	8149	CITY OF BELLEVILLE	WATER BILLS - 12.11.24 TO 2.10.25	192.03
03/27/2025	8150	CRAWFORD DOOR SALES & SERVICE	FD - DOOR REPAIR	1,240.00
03/27/2025	8151	DTE ENERGY	6 MAIN - 9100 067 6536 6	862.40
03/27/2025	8152	FAULL-SCHLUND, KRISTIN	REIMBURSEMENT - BUSINESS CARDS (JEFF G)	72.06
03/27/2025	8153	FRANCIS, JUDITH	2024 Sum Tax Refund 31 084 06 0007 000	150.10
03/27/2025	8154	GIFFELS WEBSTER	PROJECT 1995200 PLANNING SERVICES THROU	2,220.83
03/27/2025	8155	GRAHAM, DAVID	2024 Win Tax Refund 31 084 05 0017 000	0.03
03/27/2025	8156	KENNEDY, DANA-PAMELA	2024 Sum Tax Refund 31 107 01 0709 000	2.33
03/27/2025	8157	LOHRY, RONA/BECK, CAMERON	2024 Sum Tax Refund 31 087 03 0036 000	2,734.97
03/27/2025	8158	MISSION SQUARE	3/10/2025 - 3/23/2025	272.00
03/27/2025	8159	NATIONAL FIRE PROTECTION ASSO	FD (INDIVIDUAL MEMBERSHIP)	225.00
03/27/2025	8160	OPTIMUM NATURAL DISTRIBUTORS	5 GALLON FILTERED REFILL	43.68
03/27/2025	8161	SAFETY TRACK	MAJOR AND LOCAL (GPS TRACKING SERVICE F	209.60
03/27/2025	8162	SCHOOLCRAFT COLLEGE	FD - CES TUITON	125.00
03/27/2025	8163	SEWER AND WATER SPECIALIST, I	CITY HALL - HYDRO JET SERVICE	850.00
03/27/2025	8164	SMOLARSKI, MICHELLE	2024 Win Tax Refund 31 107 01 0708 000	923.15
03/27/2025	8165	THE KELLY FIRM	CITY - LEGAL SERVICES	528.00
03/27/2025	8166	THE KELLY FIRM	PD LEGAL SERVICES	1,287.00
03/27/2025	8167	THE SENIOR ALLIANCE	FY 2025 COMM MATCH FOR AREA AGING	457.00
03/27/2025	8168	TURNOUT MANAGEMENT	FD	309.50
03/27/2025	8169	UPPER LEVEL GRAPHICS	MAJOR & LOCAL RDS SUPPLIES & MAINT	397.50
03/27/2025	8170	VINNAY, C.J.	UB refund for account: LIBN-000122-0000	53.23
03/27/2025	8171	VIP RESTORATION	DEMOLITION FIRE DAMAGE	15,000.00
03/27/2025	8172	WASHTENAW AREA MUTUAL AID ASS	FIRE INSTRUCTOR 1 COURSE (TRAINING CLAS	150.00
03/27/2025	8173	WAYNE COUNTY ACCTS RECEIVABLE	TRAF SIG ENERGY-9/24	380.69
03/27/2025	8174	WCA ASSESSING	APPRAISAL SERVICES APRIL 2025	2,627.13
03/27/2025	8175	WELLS FARGO VENDOR FINANCIAL	ACCESSORY SOFTWARE	52.56
03/27/2025	8176	WEST, SPENCER-VICTORIA	2024 Win Tax Refund 31 087 03 0052 000	1,078.06
04/03/2025	8177	DTE ENERGY	7 SOUTH ELECTRIC AND COMMERICAL	343.63
04/03/2025	8178	DTE ENERGY	800 N LIBERTY - 9100 3977 6497 - STREET	38.60
04/03/2025	8179	DTE ENERGY	26 5TH ST STREETLIGHTING - 9100 4093 56	449.28
04/03/2025	8180	DTE ENERGY	46785 DENTON RD 910006765127	394.29
04/03/2025	8181	HOOTMAN, BRIANA	MILEAGE/MEAL REIMB	193.20
04/03/2025	8182	HOWARD L SHIFMAN PC	LEGAL SERVICES THROUGH MARCH 2025	330.00
04/03/2025	8183	KONICA MINOLTA BUSINESS SOLUT	TREASURERS OFFICE COPIER	506.95
04/03/2025	8184	MOWBRAY, DENNIS	INSPECTOR PAY MARCH 2025	280.00
04/03/2025	8185	RITTER GIS, INC	GIS & CITYWORKS AMS SERVICES	4,500.00
04/03/2025	8186	T-MOBILE	EMPLOYEE CELLPHONE BILL (7/21/24 - 8/20	937.18
04/03/2025	8187	WATT, JOSEPH	INSPECTOR PAY MARCH 2025	280.00
04/03/2025	8188	ZARB, BERNARD	INSPECTOR PAY MARCH 2025	280.00
CHA2 TOTALS:				
Total of 41 Checks:				41,155.48
Less 0 Void Checks:				0.00
Total of 41 Disbursements:				41,155.48