

CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Monday, December 1, 2025 - 6:30 pm

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

3. PRESENTATIONS & CITIZENS' COMMENTS ON AGENDA ITEMS

- a. Presentations
 - i. Changing of the Guard – City Council
 - ii. Appointment of Mayor Pro-Tem – City Council
 - iii. Roll Call of New Council
 - iv. KSpringer Media – Social Media Management
- b. Citizen Comments

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The Consent Agenda compiles 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 17, 2025, Regular Meeting
- b. Budget Report
 - i. None.
- c. Communications
 - i. None.
- d. Council Follow-Up List
 - i. As of 11/26/25
- e. Police Stats
 - i. None.
- f. Fire Stats
 - i. None.
- g. DPW Report
 - i. None.
- h. Special Events
 - i. None.

6. PUBLIC HEARINGS

- a. None.

7. INTRODUCTION OF ORDINANCES

8. GENERAL BUSINESS DISCUSSION

- a. Resolution # 25-037 – 2026 Council Meeting Dates
- b. Resolution # 25-038 – Liberty Street Watermain Bid Award
- c. Social Media Management for City of Belleville

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 THE NEXT REGULARLY SCHEDULED MEETING

15. ADJOURNMENT

CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING

MINUTES

Monday, November 17, 2025 - 6:30 pm

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

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

3. PRESENTATIONS & CITIZENS COMMENTS ON AGENDA ITEMS

- Presentations
 - i. America in Bloom Plaque Presentation
 - 1. The city's America in Bloom plaque was presented to Paula Levesque from Pioneer Landscaping.
- Citizen Comments
 - i. Public Safety Director Faull
 - 1. Congratulations to Paula Levesque
 - 2. Officer Stewart was able to obtain another grant from Walmart for Shop with a Cop, and J&T Crova donated \$2,500 for the event.
 - 3. Congratulations to Firefighter Isabella Teachout for passing her exam to become an EMT.

4. APPROVAL OF AGENDA

MOTION: Motion by Kissel, supported by Beebe 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. November 3, 2025 – Regular Meeting Minutes
 - ii. November 10, 2025, Workshop
- Budget report
 - i. None.
- Communications
 - i. None.
- Council Follow-up list

- i. As of November 13, 2025
- Police Stats
 - i. None.
- Fire Stats
 - i. None.
- DPW Report
 - i. None.
- Special Events
 - i. Holiday Train Viewing Party

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

Motion Carried.

6. PUBLIC HEARINGS

- a. None.

7. INTRODUCTION OF ORDINANCES

- None.

8. GENERAL BUSINESS DISCUSSION

- a. Holiday Lights Contest
 - i. Item was discussed, no action taken.
- b. Parks and Recreation Master Plan
 - i. Item was discussed, no action taken.
- c. Fire Department

MOTION: Motion by Beebe, supported by Priest to hire an embedded advisor for the Fire Department, for a period of 3 months.

ROLL CALL:

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

Motion Carried.

- d. Resolution # 25-035 – DUWA Representative Nathan Johnson

MOTION: Motion by Kissel, supported by Priest approving **Resolution # 25-035**, as presented.

ROLL CALL:

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

Motion Carried.

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

- Accounts Payable
- Departmental Expenditures

MOTION: Motion by Kissel, supported by Beebe 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
Council Member Kissel	Aye
Mayor Voigt	Aye

Motion Carried.

10.CITY MANAGER COMMENTS

- Wishing everyone a safe & happy Thanksgiving.
- Leaf pickup is ongoing throughout the city.
- There are under 50 water meter replacements remaining.

11.CITY COUNCIL MEMBER COMMENTS

Council Member Kissel

- Advisor Greg Flynn is expected to begin with the Fire Department after the first of the year.
- The council needs to look at removing the Interim designation from the Director of Public Safety position.

Council Member Priest

- Asked administration to remind residents about snow removal and shoveling on city sidewalks.
- Suggested purchasing a collapsible raised platform for the Council dais in the new City Hall building.

Council Member Beebe

- Nice to see the working relationship that the city has with Pioneer Landscaping, which has produced some great landscaping.
- Thanked DPS Director Nate Johnson for attending the recent DUWA meeting.

Mayor Pro-Tem Bates

- Excited to hear how Shop with a Cop goes.
- Congratulations to Fire Fighter Teachout.
- Looking forward to judging the holiday light contest.
- Looking forward to hearing from the new Fire Department's advisor, Greg Flynn.
- Congratulations to the city for being 3rd in the nation for our flower baskets.
- Excited to see duty crews returning to the Fire Department.

12. Mayor's Comments

- Thanked the Fire Department for the effort put in to their proposal.
- Congratulations to Fire Fighter Teachout.
- Attended the Van Buren Public Schools fundraiser this past Friday night.
- Attended the SEMCOG general assembly and gave a presentation.
- Spoke at the recent event honoring veterans, that was held at Belleville High School.
- Feeling encouraged by the progress at the new City Hall.

13.CITIZENS' COMMENTS ON NON-AGENDA ITEMS

- None.

14.ACTION ITEMS FOR THE NEXT REGULARLY SCHEDULED MEEING**15.ADJOURNMENT**

MOTION: Motion by Priest, supported by Beebe to adjourn at 8:00 PM.

No objections were noted.

Motion Carried.

Respectfully submitted by,
Briana Hootman (Papin)
City Clerk/Treasurer

Task	Priority	Owner	Status	Start date	End date	Notes
City Works	In Progress	Melissa, Ken, Julie	In progress	6/30/2025	on-going	Continued use of City Works - Service Requests, work orders
Horizon Park Grant	Attention ...	Steve, Ken, Julie	Needs Rev...	10/18/2024	m/d/yyyy	Horizon Park Grant paid out 325,000 – should be 375 (1/2 of 750); next payment will be 425,000. KEN VERIFIED THAT WE ARE SET ON THE TIMELINE – grant must be completed by 2029. Hennessy now working on an updated plan after 10/10 meeting at park; expecting this asap; topographic maps provided for the 9/2/25 meeting
Stevens Disposal (8/1/24)	Attention ...	Steve, Ken, Legal	In progress	8/1/2024	10/4/2029	Kevin Shipman as verified that our number is roughly 1175, not 1600; Our invoiced amount from Stevens has been adjusted.
New City Hall	Attention Needed	Steve and Council	In progress	2025	2026	Parking lot done , interior renovation ongoing
IT Infrastructure	Attention Needed	Steve	In progress	11/13/2023	m/d/yyyy	Received a cost estimate for VC3Rinstalling all IT related items at new City Hall except wiring installation
Water Meters	Attention Needed	Steve, Melissa	Needs Rev...	4/1/2024	5/30/2025	Project over 90% complete. Less than 50 remain. Remaining meters are being installed currently
SEMCOG Road Safety Grant	Hold	Jason	Hold	2024	4/17/2025	Lexipol working on SS4A and TAP Grant Applications. SSFA Grant submission on hold
Municode	In Progress	Ken and Julie	In progress	5/30/2025	2026	Contact: JR Riley (jriley@civicplus.com) Jason signed 5/30 (paid 6987.00 6/5) Steve and Julie will serve as contacts; any ordinance materials have been moved to CM office, currently being reviewed by legal
Nixle	In Progress	Steve and Krisy	In progress	2025	2026	· Krisy and Steve have access: The Nixle notifications do not push to the GoGov MiBelleville app. Need to check this out.
Phones and Website	In Progress	Steve, Krisy, Colleen	In progress	6/30/2025	11/22/2027	· Telnit is provider; need to look at the full contract; expires in 2027; Each staff has 3 lines, and it takes many rings for lines 2/3 to go to VM; updates to messages and will be coordinated to website changes
Victory Park Renovation	In Progress	Steve	In progress	7/2/2024	8/14/2025	Victory Satton HVAC has been replaced. New water heater needed. replacement asap
5-year Parks Plan Refresh	In Progress	Council	In progress	2025	4/30/2025	Giffels Webster - ongoing process
Master Plan Update	In Progress	Planning Commission	In progress	10/1/2024	7/31/2025	Giffels provided DRAFT at November PC meeting.
Newsletter	In Progress	Council	In progress	2/26/2025	on-going	ONGOING - Newsletters now sent with utility bills
Sidewalk Plan	Attention ...	Steve	Needs Rev...	2025	10/1/2024	Blocks are being inspected and marked for repair.
Trees Plan	In Progress	Steve	In progress	2025	10/1/2024	Blocks are being inspected and marked for removal.

Task	Priority	Owner	Status	Start date	End date	Notes
Liberty Street Repair	In Progress	Council and Steve	In progress	2025	6/16/2025	Re-bid watermain project for 26. Bids to be awarded
Employee Handbook General Policy Manual Revisions	In Progress	Steve and Michelle	In progress	2025	2025/2026	Handbook and Policy updates and revisions will be available as completed
DPS Recycling Bin	In Progress	Council	In progress	2025	4/3/2025	Gate quote received. Clearing the site has begun.
Time Clock System	In Progress	Council	In progress	2025	12/5/2025	Final testing in progress now. Full implementation Dec/Jan
EV Charging Stations	In Progress	Council	In progress	2025	2026	Meter can is needed to final install next to new City Hall, Others are installed now at Village Park parking lot pending final electrical connection
Victoria Commons Roads	In Progress	Council	In progress	2025	4/30/2025	SEMCOG to conduct PASER Ratings. Roads to be reviewed for quality along with all city roads.
Staffing	In Progress	Steve	In progress	2025	2025	Continued evaluation of staffing needs
Blue Cross/Health Care	Completed	Ken, Steve, Bri, Labor Atty	Completed	6/30/2025	11/7/2025	Switching to corporate Benefits Solutions
Vac Truck	Attention ...	Steve, Melissa, and Ken	Needs Rev...	6/30/2025	m/d/yyyy	The Vac Truck to suck out the water to clean out catch basins is not functional; Best Equipment is not looking to refund money, only apply it to a very expensive new truck; Not sure what other recourse we are considering
Task		👤 Name		m/d/yyyy	m/d/yyyy	Notes
Task		👤 Name		m/d/yyyy	m/d/yyyy	Notes
Task		👤 Name		m/d/yyyy	m/d/yyyy	Notes



November 26, 2025

Steve Jones, City Manager
City of Belleville
6 Main St.
Belleville, MI 48111

**AWARD RECOMMENDATION
LIBERTY WATERMAIN
Hennessey Project# 85323**

Dear Steve:

The City held a public bid opening for this project on November 19, 2025. The bids are summarized below.

INNER CITY 18701 Grand River Detroit, MI 48223 \$ 983,047.25	HMC 5120 Millet Ave Sterling Hts. MI 48312 \$ 1,070,950.00	BRICCO 21201 Meyers Rd Oak Park, MI 48237 \$ 1,088,300.00	DIPONIO 51251 Simone Ind Dr Shelby Twp, MI 48316 \$ 1,215,050.00	MURPHY 5700 Sheldon Rd South Canton, MI 48188 \$ 1,244,953.94
DIVERSIFIED 2110 E. Michigan Ave Ypsilanti, MI 48198 \$ 1,324,125.00	MAJOR 15700 Dale St Detroit, MI 48223 \$ 1,352,900.00	EMMINENT 22181 Outer Dr Dearborn, MI 48124 \$ 1,381,826.00	LAWRENCE CLARK 50850 Bonis Rd Belleville, MI 48111 \$ 1,546,600.00	PAMAR 31604 Pamar Ct New Haven, MI 48048 \$ 1,783,381.00

The proposed project consists of approximately 3000 LF of watermain replacement from Main St to Huron River Dr. The project will start January 2026 and fully complete by May 2026.

Hennessey has worked with INNER CITY CONTRACTING LLC on successful similar projects in Lincoln Park and Huron Township. Our staff had no issues with their workmanship and timeliness. Based on the outcome of the bids, we recommend awarding the project to **INNER CITY CONTRACTING LLC** in the amount of **\$1,081,352** which includes a 10% contingency.

Sincerely,

HENNESSEY ENGINEERS, INC

Alan J. Cruz, PE
Municipal Group Leader

Cc: Ken Voigt, Belleville Mayor
Nathan Johnson, Belleville DPS Director



LOCATION MAP

NO SCALE



November 26, 2025

Steve Jones, City Manager
City of Belleville
6 Main St.
Belleville, MI 48111

**ENGINEERING SERVICES PROPOSAL
LIBERTY WATERMAIN
Hennessey Project# 85323**

Dear Steve:

Hennessey recommended award to the low bidder **INNER CITY CONTRACTING LLC** in the amount of **\$983,047.25** with a 10% contingency.

The project consists of approximately 3000 LF of watermain replacement from Main St to Huron River Dr. The project will start January 2026 and fully complete by May 2026.

The following is a summary of our proposed professional service fees presented for approval at the next Council meeting. The fees are based on ASCE industry standards.

1. Survey/Design/Permitting (6.22%)	\$ 61,146
2. Construction Layout (2%)	\$ 19,661
3. Project Administration (2%)	\$ 19,661
4. Construction Inspection (5%)	\$ 49,152
5. Materials QA/QC Testing (1.5%)	<u>\$ 14,746</u>

TOTAL \$164,366

Upon Council approval of the project, we are respectfully requesting Council approval of our professional design and construction fees in the amount of \$164,366.

Sincerely,
HENNESSEY ENGINEERS, INC

A handwritten signature in blue ink, appearing to read 'Alan J. Cruz', is positioned below the company name.

Alan J. Cruz, PE
Municipal Group Leader

cc: Joan Hennessey, CPA – Hennessey Engineers
John Hennessey, PE – Hennessey Engineers

