



**VILLAGE OF STOCKBRIDGE**  
**Regular Council Meeting**  
**Village Hall**  
**118 N. Center Street**  
**Monday, March 4, 2024, at 7:00 pm**

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES:

1. February 5, 2024
2. February 21, 2024

F. PUBLIC COMMENT ON AGENDA ITEMS:

*(Comments are limited to 3 minutes. Please address all comments to the council. Please understand that the council may not give a response per procedure.)*

G. GUESTS:

H. FINANCIAL REPORTS:

1. Check register from February 1, 2024, ending February 29, 2024.
2. Cash summary by account report for all funds from February 1, 2024, through February 29, 2024.

I. DEPARTMENT AND COMMITTEE REPORTS:

- A. Police Department Report.
- B. DPW Report
- C. Zoning Administrator Report
- D. President's Report.
- E. Executive Committee.
- F. Ordinance Committee.
- G. Finance Committee.
- H. Utilities Committee.
- I. Planning Commission Minutes for Review
- J. SDDA Minutes for Review.

J. COMMUNICATIONS:

K. UNFINISHED BUSINESS:

- A. Resident Tree Complaint
- B. Village Hall Update



**VILLAGE OF STOCKBRIDGE**  
**Regular Council Meeting**  
**Village Hall**  
**118 N. Center Street**  
**Monday, March 4, 2024, at 7:00 pm**

- L. NEW BUSINESS:
  - A. Text My Gov Proposal.
  - B. Approval of Master Plan for Distribution.
  - C. Cold Patch Proposal.
  - D. Lead Line Discovery Proposal.
  - E. Confined Space Safety Equipment Proposal.
  - F. Village Hall Sign Proposal
  - G. All Clubs Day
  - H. Meeting Room Audio Visual Proposal
  
- M. PUBLIC COMMENT OPEN FORUM: *(comments limited to 3 minutes)*
  
- N. COUNCIL MEMBER COMMENTS:
  
- O. ATTORNEY COMMENTS:
  
- P. Schedule of meetings:
  - 1. Schedule a workshop on Council Rules and Procedures.
  - 2. Utilities Committee, March 6, 2024, at 6 pm.
  - 3. Regular Meeting, April 1, 2024, at 7 pm.
  
- Q. ADJOURN:



VILLAGE OF STOCKBRIDGE  
Regular Council Meeting  
118 North Center St  
Stockbridge, MI 49285  
Monday, February 5, 2024 @ 7:00 pm.

### Unapproved Meeting Minutes

1. Call to Order: President Ogden called the meeting to order at 7:00 pm.
2. President Ogden led the Pledge of Allegiance.
3. Roll Call:  
Present: Cattell, Morehouse, Howlett, Powers-Taylor, Ogden  
Absent: Mullins, Fairbotham
4. Approval of Agenda, Motion by Howlett supported by Cattell to approve the February 5, 2024, agenda as amended with Budget Hearing date added. All in favor, Motion passed.
5. Approval of Minutes, Motion by Howlett supported by Cattell to approve the January 8, 2024. All in favor, Motion passed.
6. Public Comment: None
7. Guests: None
8. Financial Reports: Motion by Howlett supported by Cattell to pay the bills in the amount of \$76,831.07.  
Roll Call:  
Aye-Cattell, Morehouse, Howlett, Powers-Taylor, Ogden  
Nay- None  
Absent- Mullins, Fairbotham
9. Department & Committee Reports:
  - A. Police department report provided.
  - B. DPW Report provided.
  - C. Zoning Administrator Report provided.
  - D. President's Report provided.
  - E. Executive committee has nothing to report.
  - F. Ordinance committee has nothing to report.
  - G. Finance committee provided a verbal update on scheduled meetings.
  - H. Utilities Committee report provided.



**VILLAGE OF STOCKBRIDGE**  
**Regular Council Meeting**  
**118 North Center St**  
**Stockbridge, MI 49285**  
**Monday, February 5, 2024 @ 7:00 pm.**

- I. Planning Commission minutes provided.
- J. SDDA minutes provided.

10. Communications: None

11. Unfinished Business:

- A. Motion made by Howlett, supported by Cattell, to contact the drain commission about 487 E. Elizabeth Street tree removal. All in favor, Motion passed.
- B. Village Hall Update provided.

12. New Business:

- A. Motion made by Howlett, supported by Cattell, to approve a 5% increase for RTS, Sewer, and Water rates by March 1, 2024.  
Roll Call:  
Aye- Cattell, Morehouse, Howlett, Powers-Taylor, Ogden  
Nay- None  
Absent- Mullins, Fairbotham
- B. Motion made by Morehouse, supported by Howlett, to approve quote as written by Checkered Lawn Care to mow the Veterans Memorial Park, including the Pump Track, for the 2024 season.  
Roll Call:  
Aye- Cattell, Morehouse, Howlett, Powers-Taylor, Ogden  
Nay- None  
Absent- Mullins, Fairbotham
- C. Motion made by Howlett, supported by Cattell, to approve the Snow Emergency Ordinance.  
Roll Call:  
Aye- Cattell, Morehouse, Howlett, Powers-Taylor, Ogden  
Nay- None  
Absent- Mullins, Fairbotham
- D. Motion made by Howlett, supported by Cattell, to approve the Ordinance Approving Amendment to the Penalty Provisions Ch 1, Sec 1-6.  
Roll Call:  
Aye- Cattell, Morehouse, Howlett, Powers-Taylor, Ogden  
Nay- None  
Absent- Mullins, Fairbotham
- E. Motion made by Morehouse, supported by Cattell, to approve the Village Office hours as follows upon the move to the new Village Office Building. Monday, Tuesday, Thursday, and Friday from 9:00 am to 1:00 pm. Wednesday from 1:30 pm to 5:30 pm. All in favor, Motion passed.



**VILLAGE OF STOCKBRIDGE**  
**Regular Council Meeting**  
**118 North Center St**  
**Stockbridge, MI 49285**  
**Monday, February 5, 2024 @ 7:00 pm.**

- F. Motion made by Cattell, supported by Howlett, to approve the SDDA 2024-2025 Budget.  
Roll Call:  
Aye- Cattell, Morehouse, Howlett, Powers-Taylor, Ogden  
Nay- None  
Absent- Mullins, Fairbotham
- G. President Ogden appointed Nelva Lampart to SDDA Director with support from the Council.  
Roll Call:  
Aye- Cattell, Morehouse, Howlett, Powers-Taylor, Ogden  
Nay- None
13. Public Comment:  
A. Resident asked a question on what constitutes a blight.  
B. Resident inquired on who pays for surveys and blight court fees.
14. Council Members Comment:  
A. Howlett commented on appreciation for the amendment of the Ordinance. She also voiced appreciation towards Morehouse for all his work on the Utilities Committee.  
B. Morehouse stated that blight complaints are corporate responsibility but need due process and balance.
15. Attorney Comments: None
16. Schedule of upcoming meetings for Utilities Committee on February 7th at 6:00 pm; Budget Hearing on February 20th at 6:00 pm; Regular Council Meeting on March 4<sup>th</sup> at 7:00 pm.
17. Adjournment. Motion made by Cattell, supported by Howlett, to adjourn the meeting at 8:37 pm. All in favor, Motion passed.

Signed by:  
H.R. Armstrong  
VOS Clerk



Village of Stockbridge  
BUDGET HEARING AGENDA  
118 N. Center St,  
Stockbridge MI 49285  
Wednesday, February 21, 2024, 6:00 pm

UNAPPROVED MEETING MINUTES

1. Call to Order: President Ogden called the meeting to order at 6:00 pm.
2. Roll Call:  
Present: Howlett, Cattell, Morehouse, Mullins, Ogden  
Absent: Fairbotham, Powers-Taylor
3. President Ogden led the Pledge of Allegiance.
4. Approval of Agenda, Motion by Howlett supported by Cattell to approve the February 21, 2024, agenda. All in favor, Motion passed.
5. Public Comment:  
The resident had comments on rate and budget lines.
6. New Business:  
A. Motion made by Howlett, supported by Cattell, to adopt the Village of Stockbridge Budget for Fiscal Year 2024-2025 as presented.  
Roll Call:  
Aye- Howlett, Cattell, Morehouse, Mullins, Ogden  
Nay- None.  
Absent- Fairbotham, Powers-Taylor
7. Public Comment:  
A. Resident commented on sidewalks, SDDA lines, and Cemetery budget.
8. Adjournment. Motion made by Howlett, supported by Cattell, to adjourn the meeting at 6:46 pm. All in favor. Motion passed.

Signed by:  
HR Armstrong  
VOS Clerk

CHECK REGISTER FOR VILLAGE OF STOCKBRIDGE  
CHECK DATE FROM 02/01/2024 - 02/29/2024

02/28/2024 11:02 AM  
User: treasurer  
DB: Stockbridge

Amount

Check Date	Check	Vendor Name	Description	Amount
<b>Bank STATE</b>				
02/01/2024	21680	52 LANDSCAPE LLC	WATER MAIN BREAK WORK ON N.CENTER	2,675.00
02/01/2024	21681	BARCODE APPLICATIONS, INC	ZEBRANET CORDLESS SCANNER	1,213.26
02/01/2024	21682	CANON FINANCIAL SERVICES	10/1 - 1/31/2024 COPIER CHARGES	405.24
02/01/2024	21683	GORMLEY LAW OFFICES	JANUARY 2024 LEGAL FEES	6,518.26
02/01/2024	21684	INGHAM COUNTY ROAD COMMISSION	SALT PURCHASE 41 TON	2,301.86
02/01/2024	21685	M&K JETTING AND TELEVISION, INC.	VAC'D WATER MAIN ON N.CENTER	2,025.00
02/01/2024	21686	SCAWA	SERVICES RENDERED TO PROVIDE CRUISE SUBS	1,252.00
02/01/2024	21687	MEX BANK	JANUARY GAS 2024	1,998.37
02/01/2024	21689	MAGNUM CANINE	PARTS/LABOR FOR BACK HOE	1,000.00
02/07/2024	21690	AIS CONSTRUCTION EQUIPMENT	STDE BY SIDE YEARLY MAINTENANCE	6,132.47
02/07/2024	21691	BOBCAT OF LANSING	CONSUMERS ENERGY BILL	480.96
02/07/2024	21692	CONSUMERS ENERGY	UNIFORM REIMBURSEMENT AND LUNCH RECEIPT	1,615.45
02/07/2024	21693	DAVID DILLARD	ELAN FINANCIAL CREDIT CARDS	379.93
02/07/2024	21694	ELAN FINANCIAL SERVICES	ELAN FINANCIAL CREDIT CARDS	2,415.68
02/07/2024	21695	ELHORN ENGINEERING CO	EL CHLOR 5 GAL CARBOY	169.00
02/07/2024	21696	NAPA AUTO PARTS	DPW SUPPLIES	130.78
02/07/2024	21697	POLLARWATK	MAGNETIC PIPE LOCATOR	77.90
02/07/2024	21698	STOCKBRIDGE ACE HARDWARE	JANUARY 2024 PURCHASES	133.60
02/07/2024	21699	THE WATER STORE	WATER FOR OFFICE	14.00
02/07/2024	21700	USA BLUE BOOK	WASTEWATER SUPPLIES	57.37
02/07/2024	21701	WOW! BUSINESS	WOW OFFICE CABLE BILL	336.47
02/07/2024	21702	WOW! BUSINESS	DPW CABLE BILL	137.00
02/07/2024	21703	VOID		V
02/08/2024	21704	VOID		V
02/08/2024	21705	52 LANDSCAPE LLC	LOAD TRUCK WITH SALT	125.00
02/08/2024	21706	BRENT'S BUGS LLC	RODENT CONTROL	175.00
02/12/2024	21707	GRANGER	JANUARY 2024 GARBAGE	9,521.41
02/12/2024	21708	USA BLUE BOOK	WASTEWATER SUPPLIES	99.51
02/12/2024	21709	WOLVERINE ENGINEERS AND	CONSULTING SERVICES	3,481.25
02/12/2024	21710	WOW! BUSINESS	WOW OFFICE CABLE BILL NEW BUILDING	185.98
02/12/2024	21711	YEO & YEO	PROFESSIONAL SERVICES RENDERED	2,150.00
02/15/2024	21714	CONSUMERS ENERGY	CONSUMERS ENERGY BILL	586.31
02/15/2024	21715	GANNETT MICHIGAN LOCALIQ	NEWSPAPER PUBLISHING	231.80
02/15/2024	21716	SBTS	MARCH INSURANCE COVERAGE	5,503.26
02/15/2024	21717	USA BLUE BOOK	WASTEWATER SUPPLIES	18.65
02/15/2024	21718	WATER TECH	TOTAL COLIFORM ANALYSIS	44.00
02/15/2024	21719	WOLFOM ENTERPRISES	WEMS ANNUAL SERVICE MAINTENANCE	4,044.00
02/20/2024	21720	BLAZE GRAPHICS	LOGO FOR BOTH DOORS ON BLACK INTERNATION	175.00
02/20/2024	21721	SUPERIOR INDUSTRIAL SALES, INC	DECEMBER GENERATOR MAINTENANCE	489.25
02/20/2024	21722	WOW! BUSINESS	WOW POLICE CABLE BILL	125.98
02/20/2024	21723	MCKENNA	COMPREHENSIVE MASTER PLAN	900.00
02/21/2024	21725	BILLY WHITE ROOFING, LLC	MULTIPLE LEAKS ON 118 N. CENTER BLDG	1,700.00
02/21/2024	21726	CONSUMERS ENERGY	CONSUMERS ENERGY BILL	165.78
02/21/2024	21727	JK OF MICHIGAN	INSPECTION OF WET WELL, PUMPS WORK VALVES	768.00
02/21/2024	21728	M&K JETTING AND TELEVISION, INC.	VAC'D WATER MAIN BIRD DRIVE	925.00
02/21/2024	21729	MISS DIG SYSTEM, INC.	2024 ANNUAL FEE	1,043.11
02/21/2024	21729	CONSUMERS ENERGY	CONSUMERS ENERGY BILL	5,367.40
02/22/2024	21730	INGHAM COUNTY TREASURER	TAX TRIBUNAL CHANGES FOR 2023	2,840.92
02/27/2024	21733	CLEANING WITH MEANING	REP TO CLEAN HALL FEB 2024	1,300.00
02/27/2024	21734			

**STATE TOTALS:**

Total of 49 Checks: 73,436.21  
Less ? Void Checks: 0.00  
Total of 47 Disbursements: 73,436.21

CASH SUMMARY BY FUND FOR VILLAGE OF STOCKBRIDGE

02/28/2024 11:06 AM

User: treasurer

DB: Stockbridge

FROM 02/01/2023 TO 02/29/2024

FUND: 101 202 203 207 208 209 211 217 218 248 265 300 400 542 580 590 591 661 701 852

CASH AND INVESTMENT ACCOUNTS

BANK: STATE

Fund	Description	Beginning Balance 02/01/2023	Total Debits	Total Credits	Ending Balance 02/29/2024
101	GENERAL FUND	0.00	2,552,856.78	1,166,267.16	1,386,589.62
202	MAJOR STREETS FUND	0.00	162,439.71	74,266.40	88,173.31
203	LOCAL STREETS FUND	0.00	222,975.21	75,799.87	147,175.34
209	CEMETERY PERPETUAL CARE FUND	0.00	1,050.00	0.00	1,050.00
211		0.00	50,401.42	47,777.22	2,624.20
217	ARPA FUNDS	0.00	111,184.75	91,533.50	19,651.25
542	BUILDING FUND	0.00	9,034.84	3,722.84	5,312.00
580	LOCAL CONTRIBUTIONS	0.00	14,525.40	0.00	14,525.40
590	SEWER FUND	0.00	510,395.98	379,976.39	130,419.59
591	WATER FUND	0.00	335,158.11	362,132.71	(26,974.60)
661	MOTOR POOL, VEHICLE FUND	0.00	0.00	558.09	(558.09)
	TOTAL - ALL FUNDS	0.00	3,970,022.20	2,202,034.18	1,767,988.02





Department of Public Works  
30S West Elizabeth Street • Stockbridge, Michigan 49285 • (517) 851-7435 office

## DPW Report for February 2024

### **Cemetery**

1 Full Burial

### **DNR/Trailhead**

Cleaned snow during snow events.

### **DDA**

Cleaning of snow during snow events in Park and throughout Village.

### **Wastewater**

Completed EGLE Discharge Reports and Weekly Sampling Reports  
Yearly Lift station Maintenance which resulted in removal of pump in Williams street Lift station for repair of possible bearing failure.  
Weekly Generator Maintenance  
Transferred water between Lagoons while treating with Ferric.  
Prepared samples for pre-discharge, and we are ready for discharge starting March 1.  
Repaired force main connected to Dogs Help

### **Water**

Completed EGLE Monthly Operating Reports and samples.  
Backwashed Iron filters 2x monthly  
Cleaned chlorine injector.

### **Major/Local Streets/Stormwater**

1 storm incident.  
No salt was used.



Department of Public Works  
30S West Elizabeth Street • Stockbridge, Michigan 49285 • (517) 851-7435 office

### **Missdig**

40 Requests for Water, Sanitary, and Storm line marking completed and cleared.

### **DPW**

Creating a list of items that could possibly go to auction in spring.  
Junk removal of future/old Village Office.  
Painting of closet/replace ceiling tiles in closet and bathrooms.  
Backhoe repair of front Right wheel bearing due to seal failure.  
Backhoe repair of 2 hydraulic lines that operate front bucket

*This is a general List and does not represent all duties performed during January.*

Thank You,

David Dillard  
Department of Public Works Supervisor

**VILLAGE OF STOCKGRIDGE MONTHLY REPORT**  
**Zoning & Administration**

**MONTH OF: February 2024**

Code Enforcement Services:

- 4 Open Blighting Issues
- 2 Open Environmental Issue

Zoning Administrator Services:

- Frontier - Renew METRO Act
- Frontier - Fiberoptics in right-of-way
- Enforcement Ordinance Amendment
- Question regarding signage at Legion Post
- Question regarding firearm sales
- Answer Zoning Questions

Zoning Plan Reviews:

- Tractor Supply - 3 Signs

Department & Board Meetings:

- Board Meeting - Enforcement Ordinance Amendment

Open & Ongoing:

- DG Marketplace
- Tractor Supply

Submitted by: \_\_\_\_\_

*Katrina Griffith*

Signature

## President's Report

March 4, 2024

Tree Complaint – The survey was conducted, and it was determined that the tree is on the property owner's property. It is within the drain easement, but the Drain Commission would only get involved if the tree was impeding the water way. The council will have to determine how to proceed.

Village Hall – The Village Office will be moving beginning March 6. The office will be closed from March 6 through 14.

We will be working temporarily out of the north side of the building and proceeding with the renovations to the south side of the building.

The 30-day written notice has been given to L&M Properties to satisfy and complete the contract with them.

Park Lawn Care – The contract with Checkered Lawn Care has been signed and Jeff is excited to continue with the park and pump track this season.

Water and Garbage rates – The rates for the water, sewer and garbage services have been adjusted to reflect the appropriate increases. Please find the adjusted rates attached.

## New Rates for Utility Billing 2024

Water (WA1) rate: \$5.00	Old Rate (\$4.80)
Water (WA9) rate: \$4.50 senior citizen rate	
Sewer (SW1) rate: \$7.10	Old Rate (\$6.80)
Sewer RTS rate: \$104.108	Old Rate (\$99.15)
Water ¾" RTS rate: \$64.071	Old Rate (\$61.02)
Water 5/8" RTS rate: \$64.071	Old Rate (\$61.02)
Water 1" RTS rate: \$106.995	Old Rate (\$101.90)
Water 1-1/2" RTS rate: \$213.371	Old Rate (\$203.21)
Water 2" RTS rate: \$341.513	Old Rate (\$325.25)
Water 3" RTS rate: \$683.666	Old Rate (\$651.11)
Water 4" RTS rate: \$1,068.113	Old Rate (\$1,017.25)
Water 6" RTS rate: \$2,135.564)	Old Rate (\$2,033.87)
Garbage rate: \$65.46	Old Rate (\$63.30)

Village of Stockbridge  
Utilities Committee  
January 10, 2024, 6:00pm.

Village Hall  
118 N. Center St.  
Stockbridge, MI 49285

I. Call to order: 6:02 PM

II. Attendance: Kim Morehouse, Don Heck, Dave Dillard, Dave DeGrand, Daryl Anderson, Jill Ogden, Melissa Powers-Taylor

III. Introductions: No guest presenters

IV. Status of Recent Water Main Repair

4" Main failed. Clean circular break. 4<sup>th</sup> Main failure in four years. But our cast piping should have a life span of 100 years. Therefore, not expecting wide spread system failures. This was a "perfect storm" of issues.

- Fleis & VandenBrink (F&V) prints were completely wrong. They showed 6" & 8" Mains. This 4" Main wasn't listed. No valves were listed on prints.
- Coincidentally, Wolverine has just located the original construction prints. Don Heck will supply this information via flash drive to Village.
- Backhoe had failed at same time. So, we had to contract with Mason's Dirt Works for excavating support.
- Some valves were located, but did not seem to impact the leak. What do these valves control? Where does this pipe terminate and what does it actually supply?
- Cost ~ \$7000. Another example of aging infrastructure and support which drives up Water and Sewer operating expenses.
- Dave Dillard to pursue follow-up training on the Tracer (used to locate underground utilities). Dave to determine training costs and coordinate with Jill.
- Discussion if any way to recover money from Fleis & VandenBrink since their SAW grant project has had multiple problems and shortcomings. Melissa shared F&V have a poor reputation within the municipal engineering community. There wasn't a clear direction on any future action the Village could take to recoup grant money for this incomplete / inaccurate project charged by F&V.

V. DPW equipment

- Recent repairs on Backhoe = ~ \$13k. Plan is to keep it going. Better option may be to supplement with a mini-excavator and mini-loader. Cost may be ~\$155k for both. Dave Dillard and Jill to put together a recommendation for council action.

- Current 2020MY truck is under-sized with a V-box which is too small. If a heavier truck (F550) were available with a larger dump box, then we could have serviced the recent 4" Main failure more efficiently and economically. One course of action is to sell the current truck (while it still has resale value) and purchase a new HD truck with dump box upgrades. \$55K for truck, total cost with dump box ~\$9X,000. Dave Dillard and Jill to put together a recommendation for council action.

VI. Status of Water and Sewer System Priorities (Rural Development projects)

- Previous infrastructure improvement list has been found and distributed by Dave DeGrand, Dave Dillard, and Jill. List from David Arthur Consultants? List was incomplete and there were many issues with the details.
- Don Heck to expand on his April 13, 2023 Infrastructure Prioritization plan. Add more details and cost estimates. Any stand-alone projects which could be addressed independently from an entire system wide replacement project? Even though Don won't be available for our next meeting, he should be able to deliver the list in time for the 3-6-2024 meeting. He can review in detail at the April meeting.
- Some discussion on water delivery systems, constant pump supplied pressure vs tower.
  - A recommended system for us would be a pressure filter system which would treat water as it is pumped into the water tower. No secondary pumps involved.
  - Benefits of water tower are 1) pressure supplied by gravity, 2) not at mercy of pump failures, 3) energy consumption would be lower than constant pump supplied pressure (where these systems are usually employed at "Board of Water & Light" utilities where electricity is "free", 4) reservoir capabilities which also benefit fire hydrant usage.
- Rural Development is usually a 40-year bond. We should have someone (Baker Tilly?) work the math. How much can we afford – meaning how much would our RTS increase if we took out a bond for \$xyz million?
- Baker Tilly has given a summary report for this past February Council mtg. Full report is still in the works.
- Lead and Copper inspections. Due October 2024?

VII. Recommendations to the Council

- Several items as noted above ... like mini-excavator and mini-loader, HD dump truck, etc. Committee was favorable to ideas, but there weren't enough details to say we specifically recommend Council approve (this is Morehouse's editorial comment). Dave Dillard and Jill to coordinate follow-up actions.

VIII. Upcoming agenda items

- DPW equipment, mini-excavator & mini-loader. HD dump truck.
- Additional In-House water testing equipment to do all of our own testing?
- Monthly updates required for Lead / Copper inspection.
- Wolverine's Infrastructure Priorities list and cost.

IX. Public Comment

Dan Wilson gave some background on original sewer installation.

X. Adjourn: 7:30



Village of Stockbridge  
**PLANNING COMMISSION**  
**UNAPPROVED MINUTES**  
BE118 N. Center Street ~ 517 - 851 - 7435  
Thursday – February 01, 2024

Call meeting to Order at: 6:33 p.m.

Roll Call, P.C. Commissioners: Jenifer, Laura, Daryl, Kim, James.  
Also present Maya Baker representative of Mckenna, and John Gormley P.C. Attorney

Motion by Jenifer, second by Laura to approve agenda for February 01, 2024. Voice vote. Motion passed. no nays.

Motion by Kim, Second by James to approve December 07, 2023, meeting minutes. Voice vote. Motion passed no nays.

### **UNFINISHED BUSINESS**

- Guest Maya Baker from Mckenna began discussion on final review of 2024 Master Plan a few changes were made. Motion to submit plan to Village Council on March 4, 2024, made by Daryl, Second by Laura voice vote motion carried. Maya to attend said meeting. James concerns about percentage of rental units. He is concerned about trustees seeing data might support more rental units which he believes may lead to a community deteriorating. Suggest language put in plan to suggest council consider the need for homes in relation than rentals. All corrections were made resulting from comments generated at Decembers P.C. meeting. Future land use draft map. Change was made eliminating the suggested Mid- Density Village residential abutting N. Clinton to revert to R-3. Property West of Chery street the suggested Mid- Density Village residential single family remains with the exception of removing R-3 in table explanation of what is included in Mid- density Also, property south of Lakeland trail labeled Public changed to Mixed use. Comments on survey item blight. Maya informed us that data was corrupted and not concise she was instructed to exstipulate data she has and par it down and provide a percentage. The area by apartment complex on south Clinton should be changed back to residential from suggest Mid- Density. Minor changes to page 99 electronic copy but hard copy page 93 to make column width wider. Then on page 94 a row is blank and needs to be filled in sidewalks Maya to call Jill and get information on sidewalks act 51 submitted to state Highway department.
- Discussion made on draft ordinance approving text amendment to chapter vi: zoning and land use article iv: zoning district regulations amending section 6- 185: glare and exterior lighting. Decision made that lacking legally enforceable parameters for light reflection ordinance was tabled pending further research.
- Commissioners made aware of upcoming public hearing for two proposed ordinances at next meeting March 07, 2024.

### **NEW BUSINESS**

None



**PUBLIC COMMENT**

None

**DIRECTORS COMMENTS, CONCERNS SUGESTIONS**

None

**NEXT MEETING**

**March 07 , 2024**

**ADJOURN**

**Motion to adjourn by Laura second by Jennifer Motion carried voice vote meeting ended at Laura second Jenifer meeting over 8:16 p.m.**



Village of Stockbridge  
**PLANNING COMMISSION**  
**SPECIAL MEETING UNAPPROVED MINUTES**  
305 W. Elizabeth St, Room 112 ~ 517 - 851 - 7435  
Thursday – February 15, 2024, at 6:30 P.M

Call meeting to Order at: 6:27 pm.

Roll Call, P.C. Commissioners Present: Jenifer Conant, Kim Morehouse, Daryl Anderson. Commissioners absent: James Johnson, Laura Loomis

Motion to Approve Special Meeting Agenda for February 15, 2024, made by Kim second by Jenifer. Voice vote motion carried.

**PUBLIC COMMENT**

No Public Comment

**Business before the Commission**

- Motion made by Daryl second by Kim to approve Text amendment to C-3 permitted uses and to C-3 Special uses to be scheduled for a public hearing on March 07, 2024. Very little discussion voice vote rollcall Jenifer, Kim, Daryl: Motion Carried
- Short discussion of final Master Plan being submitted to Village Council.

**PUBLIC COMMENT**

None

**Attachments:**

**Next Regular Scheduled meeting: March 07, 2024**

**Motion to adjourn made by Jenifer second by Kim voice voted motion carried meeting terminated at 6:33 p.m.**



Stockbridge Downtown Development Authority  
118 North Center Street  
Thursday, February 22, 2024 6:15 pm  
Unapproved Meeting Minutes

### CALL TO ORDER

- Chair Anderson called the meeting to order at 6:18.
- Roll call:  
Present: Conant, Dzurka, Lampart, Powers-Taylor, Stevens, Anderson  
Absent: Fillmore  
Also in attendance: Teresa Miller (Total Local), Danielle Bouchard (McKenna) and John Gormley (SDDA attorney)
- Chair Anderson led the pledge of allegiance.
- Motion by Powers-Taylor with support from Conant to accept the meeting agenda of the February 22, 2024 meeting after correcting the dates in the heading and in the approval of the agenda to 2024. All in favor. Motion passed.
- Motion by Conant with support by Powers-Taylor to approve the minutes as written for the January 25, 2024 meeting. All in favor. Motion passed.

### PUBLIC COMMENT

### FINANCIALS

- Motion by Powers-Taylor with support by Conant to pay the bills in the amount of \$818.81.  
Roll call:  
Aye: Dzurka, Lampart, Powers-Taylor, Stevens, Anderson, Conant  
Nay: None  
Absent: Fillmore  
All in favor. Motion passed.

### UNFINISHED BUSINESS

- Update from Teresa Miller on the SDDA website.
- Presentation by Danielle Bouchard on TIFD survey and review of the TIFD GEO map.  
  
Motion by Anderson with support from Powers-Taylor to request McKenna to include the year each parcel was added to the TIFD and the amount of taxes at that time (base value) with a cost not to exceed \$2,000.  
Aye: Lampart, Powers-Taylor, Stevens, Anderson, Conant, Dzurka  
Nay: None.  
Absent: Fillmore  
All in favor. Motion passed.

Motion by Anderson with support from Powers-Taylor to ask McKenna to provide a proposal for an additional dollar amount to rewrite the existing legal description of the TIFD. All in favor. Motion passed.

- The purchase of new trash cans for the TIFD was tabled until the next meeting.
- Fire hydrants will be discussed at a later meeting

#### **NEW BUSINESS**

- The rough draft of the 2024 plan amendment was discussed. No motion.
- Chair Anderson explained that Yeo and Yeo was doing accounting work for the Village. No motion.

#### **PUBLIC COMMENT**

None.

**NEXT MEETING** is scheduled for Thursday, March 28, 2024 at 6:15 pm.

Motion by Powers-Taylor with support by Conant to adjourn the meeting at 7:39 pm.  
All in favor. Motion passed.

Respectfully submitted,

Molly Howlett, Recording Secretary

MEETING DATE: March 4, 2024

**AGENDA ITEM TITLE: Building Update**

**SUBMITTED BY: Jill Ogden**

**DEPARTMENT: Village Office**

**BACKGROUND SUMMARY:** The office is set to move from the old middle school building to the new building starting March 6. The offices will be temporarily housed in the north side of the new building. The office will reopen on March 14.

**ALTERNATIVE ANALYSIS: N/A**

**PREVIOUS BOARD ACTION: N/a**

**FINANCIAL IMPACT:** March will be the last month we will have to pay rent at the old building.

**CONSIDERATIONS:**

**RECOMMENDED MOTION:**

Move to close the Village Office from March 6, 2024 through March 13, 2024 for the purpose of moving into the new building.

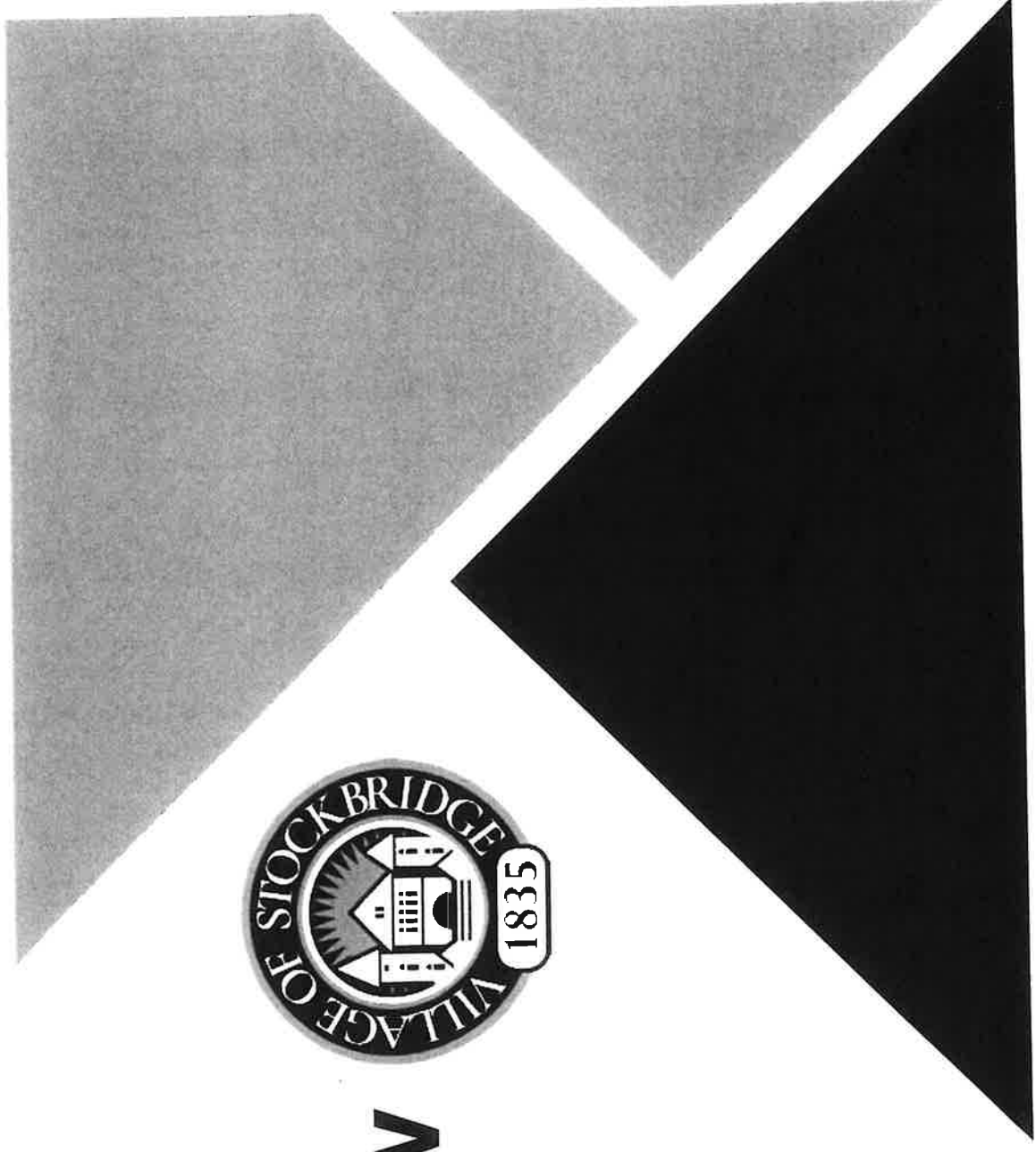
**ATTACHMENTS:**

## TextMyGov Use-Case Examples for Village of Stockbridge

- TextMyGov will automatically answer citizens' questions 24/7 for all of the village's departments.
- TextMyGov program will handle the reports that come in and send them to the right departments for the village. Here are some examples:
  - o Water Leaks
  - o Potholes
  - o Street Signs
  - o Tree Down
  - o Etc.
- TextMyGov will handle notifications & can automatically sign up utility customers
- The village will have access to their map tool to notify residents based on where they live.
- Some examples of alerts are:
  - o Public Safety
  - o Water Main Break/Utility Issues
  - o Road Closures
  - o Village Events
  - o Etc.

# TextMyGov

Village of Stockbridge, MI



# WHY TEXTMYGOV

---

The most efficient way to communicate with your citizen is via text. No app, no email, no sign up required.

Our two-way smart response allows citizens to ask questions, and report issues all from their cell phone.

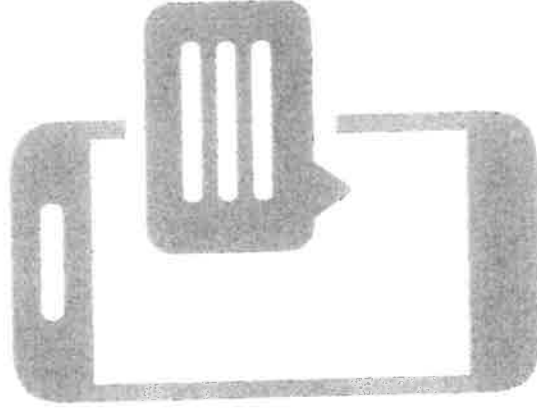
Customize your notifications/alerts based on groups, departments, or physical location.



● Receive Alerts

● Request Information

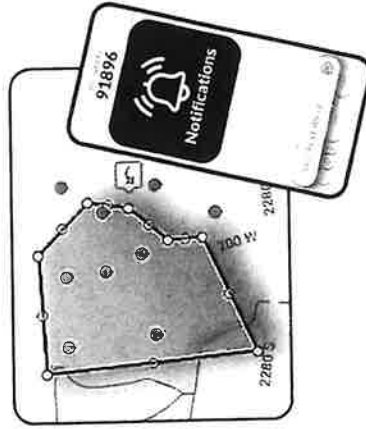
● Reporting Issues





## TEXTMYGOV FOR STOCKBRIDGE, MI

Every agency uses TextMyGov a little bit differently. Here are some **KEY** features that would best help.



Based on our conversations. Here is how we can help:

- Mass Notify Citizens & Staff
- Map Tool for Notifying Areas/Neighborhoods
- TextMyGov Database Import to sign citizens up
- Automated Responses & Chat Widget
- Examples of Mass Notifications:
  - Staff Alerts
  - Water Alerts
  - Flooding
  - Street Issues
  - Weather Alerts
  - Events

# WHY TEXTMYGOV?



## No Download Needed

- Citizens don't need to download an app, or subscribe to an email service. If they have a cell phone they have access to alerts/notifications.



## Dedicated Account Management

- Every account has a Dedicated Account Manager who will help set up your entire account. We specifically work with local governments so they will be able to provide suggestions on best practices and ideas on how you can maximize the service.



## Unlimited Training

- Your account manager will provide unlimited training for staff. We know that departments can turn over, so we are here to help train new staff, new departments, or even just a refresher.



WWW.TEXTMYGOV.COM



TextMyGov

# PROPOSAL

DATE: 02/16/2024

**PREPARED FOR:**  
Stockbridge  
305 W. Elizabeth St., Room 107

**PREPARED BY:**  
Brigham Taylor | Account Executive  
TextMyGov

# INTRODUCTION TO TEXTMYGOV

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, 97% of smartphone owners text regularly. The technology analysts at Compuware reported that 80 to 90% of all downloaded apps are only used once and then eventually deleted by users.

## TEXTMYGOV SOLUTION

### Summary for: Stockbridge

#### **Feature**

#### **Solution**

*Find Information*

- TextMyGov allows citizens to find information using our smart texting solutions. Customers can ask questions via text messaging and TextMyGov will look for key words to send back answers or links.

*Report Issues*

- Citizens can report issues, such as potholes, stray animals or water leaks by simply texting from their personal phone. From there TextMyGov will automatically engage with the citizen to gather more information and send it to the correct department.

*Send Alerts/Notifications*

- Send alerts/notifications from emergencies to events. Municipalities using TextMyGov can send their citizens alerts or notifications with a few clicks.

# COST BREAKDOWN

This quote represents a subscription to TextMyGov with an initial TERM of two years. The agreement is set to be automatically renewed after the initial TERM. Support and services fees may increase in subsequent years but will increase no more than 5% per year. See below for the package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at [www.TextMyGov.com/terms](http://www.TextMyGov.com/terms)  
 HYPERLINK <http://www.textmygov.com/terms>

Package Details	Price	Billing
<b>TextMyGov:</b>	<b>\$2,500.00</b>	Annual
<ul style="list-style-type: none"> <li>• TextMyGov web-based software</li> <li>• Local phone number</li> <li>• Short code number (outgoing messages)</li> <li>• Unlimited users &amp; departments</li> <li>• Unlimited support for every user</li> <li>• 10 GB manage online data storage</li> <li>• 25,000 Text messages per year</li> </ul>	<del>\$3,200.00</del>	
	Implementation/Setup Fee	One Time
	<del>\$1,600.00</del>	
	First year total	Year one
	<del>\$4,800.00</del>	
	Total recurring	Annual
	<del>\$3,200.00</del>	

# TERMS

- This is a Two-Year term.
- After the initial Two-Year, the agreement will revert to year-to-year
- Cancellation requires a 60-day written notice
- Customer is required to put TextMyGov widget on agency's website
- This proposal is valid for until 03/06/2024.
- **Customer is required to provide a copy of W-9**

## ADDITIONAL SERVICES

<b>Additional Services</b>	<b>Price</b>	<b>Billing</b>
<b>Enhanced Media &amp; Care Package</b> <ul style="list-style-type: none"> <li>Marketing material and expert implementation to promote and optimize TextMyGov, see us here for additional information: <a href="#">Enhance Media Package</a></li> </ul>	Price is based on population- See Account Executive for details.	Annual
<b>Additional Storage</b> <ul style="list-style-type: none"> <li>100 GB of additional storage.</li> </ul>	\$250 per unit	Annual
<b>Additional Text Messages</b> <ul style="list-style-type: none"> <li>25,000</li> <li>50,000</li> <li>100,000</li> </ul>	\$300 \$550 \$750	Annual
<b>Database</b> <ul style="list-style-type: none"> <li>Database of your local residence to improve citizen engagement</li> <li>Database might have been quoted in the original quote. See your package breakdown for details</li> </ul>	Price is based on population. See Account Executive for details.	

## IMPLEMENTATION

### **GETTING STARTED**

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

### **CONFIGURATION**

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

### **MEDIA KIT**

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

### **Unlimited Training and Support**

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

# AGREEMENT CONFIRMATION



We need two contacts for implementation. A cell phone is required for implementation. We also need the best contact for installing the widget on your agency's website

## Implementation Contact 1

Name  
Title  
Email  
Office Phone  
Cell Phone

## Implementation Contact 2

Name  
Title  
Email  
Office Phone  
Cell Phone

## Billing Contact

Name  
Title  
Email  
Office Phone  
Address  
W-9

Please attach W-9 in a separate email.

## Agreement Signature

Name  
Title  
Date  
Signature

## Widget Contact

Name  
Title  
Email  
Office Phone

*\*This person is responsible for placing the TextMyGov widget (see options- [TextMyGov | Widget Link](#)) on the agency's website within 60 days of the agreement signature. The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60 days, the Agency agrees to pay an additional \$1,000 towards setup costs (this is to cover TextMyGov's time).*

TEXTMYGOV PROPOSAL

# TWILIO CONTACT

## Twilio Authorized Contact 1

**Name**  
**Title**  
**Email**  
**Office Phone**  
**Business Title:**

## Twilio Authorized Contact 1

**Name**  
**Title**  
**Email**  
**Office Phone**  
**Business Title:**

I confirm that my nominated authorized representatives agree to be contacted by Twilio.

**\*\*Twilio contact can be the same as the implementation contact. Twilio requires us to have two authorized contacts. They rarely reach out, but if there are any support questions, they require these contacts. \*\***





Village of Stockbridge  
**PLANNING COMMISSION**  
118 N. Center Street ~ 517 - 851 - 7435

MEMO

February 08, 2024

From: Daryl Anderson  
Chair Planning Commission

To: Village of Stockbridge President and Council Trustees

Subject: 2024 Master Plan

The Villages of Stockbridge, Planning Commission after working for over 2 years to present to the Village Council an updated 2014 Master Plan has completed this task.

The Planning Commission is therefore recommending that the Village Council approve the 2024 Master Plan for distribution as required by the State of Michigan, Planning and Enabling Act 33 of 2008, Section 125.3841 for approval and comments.

After hopeful being approved by the Village Council to for distribute the Draft 2024 Master Plan as required by public Act 33 of 2008, Section 125.3841 to various governmental and non-governmental entities, the Planning Commission will distribute the plan for 63 days as required by the act.

After waiting 63 days the Planning Commission will hold a public hearing, meet, and hopefully approve the Master Plan by resolution.

This is the final step in updating the plan.

After the Plan is approved the Planning Commission will prepare and submit a Memorandum to Village Council along with a final copy of plan notifying you of the completion of updating the 2014 Master Plan.

Sincerely

Daryl Anderson  
Chair of Planning commission



REPORT FROM THE VILLAGE  
MANAGER TO COUNCIL

**SUBJECT: CONSIDER APPROVAL OF THE PURCHASE OF 2 TON ROADSAYER HOTBOX**

**ADMINISTRATIVE SUMMARY**

**2 TON ROADSAYER HOTBOX**

- The Public Works Division would like to add a 2 Ton pull behind hotbox that will be used for routine maintenance of our roads and parking lots.
- Our current procedure for filling potholes, and temporary repairs of roadway is to purchase 50lb. bags of asphalt repair from Ace Hardware. This is very costly and not always available.
- This new unit would allow employees to start a weekly drive around the village looking for potholes/repairs.
- The DPW will be able to maintain/repair roads and parking lots to help ensure a longer life while preventing potential hazards to Village residents.
- Adding this unit to the fleet will ensure that tasks are being performed in an efficient and safe manner.
- This piece of equipment would have a 10–15-year life in the fleet.

EQUIPMENT	BUILD OUT	TOTAL	10% CONTINGENCY	TOTAL
ROADSAVER HOTBOX	\$23,690.00	\$23,690.00	\$2,369.00	\$26,059.00

**RECOMMENDATION**

Approve the purchase of a 2-ton Roadsaver Hotbox from Spaulding Mfg., Inc. for a total \$23,690.00 along with a 10% contingency in an amount not to exceed \$26,059.00.

Prepared by: David Dillard, DPW Supervisor

Reviewed by: Jill Ogden, Village Manager

- Within Budget when reallocating funds as described above
- Budget Amendment Necessary and In Proper Form
- Other \_\_\_\_\_

Attachments: Quote from Spaulding MFG.



**QUOTE FORM**  
For Standard Equipment Purchases

Quote No.:

Schedule C  
221624JK

Date Prepared:

2/22/2024

**This Quote is prepared by Spaulding Mfg., Inc. To process an order a Purchase Order must accompany this quote and be sent to Spaulding Mfg., Inc.**

Company:	Village of Stockbridge, MI	Ship to Address:	Stockbridge, MI
Contact Person:	David Dillard		
Phone:		Terms	Net 30
Fax:			
Email:	Ddillard@vosmi.org		
Description	2 Ton Roadsaver Non-Dump Propane		\$22,050.00

**A. Product Base Unit Price:**

**B. Options - Itemize below - Attach additional sheet if necessary.**

Description	Cost	Description	Cost
SPMIPAT - 105,000 BTU LP Burner	\$1,600.00	SPMIPNT Hand-held Propane Torch 25ft Hose	\$1,250.00
		SPMISST12 Solvent Tank for Dipping Shovels	\$350.00
		SPMISLEDSL- Amber Strobe (1)	\$500.00
Automatic Temperature Control, 12VDC Operation	std		
All LED Lighting	std		
18-34" Adjustable Hitch, 28" Long Tongue, 3" Pintle	std		
3/8 HD Safety Chains	std		
7000# Axle w/electric brakes & break-away	std		
4-4in LED Stop, Turn and Tail Lights	std		
		Subtotal From Additional Sheet(s):	
		<b>Subtotal B:</b>	\$3,700.00

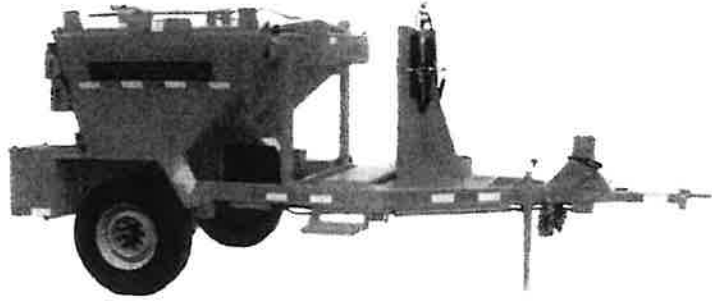
**C. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B)**

Quantity Ordered:	1	X Subtotal of A + B:	\$25,750.00	=	Subtotal C:	\$25,750.00
-------------------	---	----------------------	-------------	---	-------------	-------------

**/ Installation / OPTIONS**

Description	Cost	Description	Cost
1 Yr Warranty		Delivery and 4 hours training	No Charge
		Municipal Discount 5%	\$1,287.50
		Subtotal D:	

Delivery Date:	90-120ARO	<b>F. Total Purchase Price (C+D):</b>	\$23,690.00
----------------	-----------	---------------------------------------	-------------



MEETING DATE: March 4, 2024

**AGENDA ITEM TITLE:** Lead line discovery proposal

**SUBMITTED BY:** Jill Ogden

**BACKGROUND SUMMARY:**

A complete list of Lead and copper lines must be completed and submitted by October 15 2024. M&K has given us a quote of \$195 per hour for potholing.

The total number of hours needed are unknown at this time but it is anticipated that it will not exceed 160 hours for a total of \$31,200.00.

The Village has submitted a grant proposal that will cover these costs if granted.

**ALTERNATIVE ANALYSIS:** N/A

**PREVIOUS BOARD ACTION:** N/a

**FINANCIAL IMPACT:**

A minimum of 40 hours at \$7,800.00 not to exceed 160 hours at \$31,200.00 to be charged to the water fund, contracted services.

**CONSIDERATIONS:**

**RECOMMENDED MOTION:**

Move to approve the quote from M&K to provide Hydro-excavating to expose water main services not to exceed \$31,200.00 as presented.

**ATTACHMENTS:**

M&K quote.



# WORK PROPOSAL

## M&K Jetting & Televising

3201 W. Michigan Ave.  
Jackson, MI 49202  
(517)783-1819  
Fax (517)783-1874

PROPOSAL #

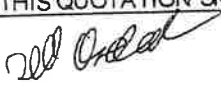
DATE 2/22/2024

PREPARED BY Chris

SUBMITTED TO	JOB NAME	CONTACT PERSON	
		Village of Stockbridge 305 W Elizabeth St Stockbridge, MI 48925	Village Water Service Investigation Stockbridge, MI
		PRIMARY PHONE	(517)920-0738
		SECONDARY PHONE	
		EMAIL	<a href="mailto:Ddillard@vosmi.org">Ddillard@vosmi.org</a>

WORK TO BE PERFORMED	PAYMENT TERMS
Hydro-excavating	NET 30

DESCRIPTION	
Hydro-excavating to expose water main services - 40 Hours \$195.00/hour	\$ 7,800.00
**Water and disposal location provided by the Village of Stockbridge**	

TO ACCEPT THIS QUOTATION SIGN HERE AND RETURN		<b>TOTAL</b>	<b>\$ 7,800.00</b>
	02/23/2024		
SIGNATURE	DATE SIGNED		

**MEETING DATE:** March 4, 2024

**AGENDA ITEM TITLE:** Confined space safety equipment

**SUBMITTED BY:** Jill Ogden

**DEPARTMENT:** Water/Sewer

**BACKGROUND SUMMARY:** With a partnership with Brighton Township the DPW staff was able to complete confined space training at no cost to the Village. The attached quote is for the safety equipment necessary for confined space entry.

**ALTERNATIVE ANALYSIS:** N/A

**PREVIOUS BOARD ACTION:** N/a

**FINANCIAL IMPACT:** The cost of equipment is \$2,819.86.

These funds can be taken from the following accounts.

591-591-740.000 Water fund supplies, 25% \$704.97.

590-527-740.000 Sewer supplies, 75% \$2116.89.

There are additional forms that will be ordered as well.

**CONSIDERATIONS:** Having the proper training and equipment allows the DPW to execute confined space entry in-house, saving the cost of calling another agency to assist.

**RECOMMENDED MOTION:**

Move to approve the purchase of confined space entry equipment from USA Blue Book not to exceed \$3,000.00 as presented.

**ATTACHMENTS:** Confined space equipment quote from USA Blue book.



# USABlueBook®

**Get the Best Treatment™**

www.usabluebook.com  
 FAX: (847) 689-3030  
 TOLL FREE : (800) 548-1234  
 F.E.I.N : 75-2007383

## QUOTE

DATE	2/26/2024
QUOTE	QUOT1025035-4
ACCOUNT NUMBER	927957
QUOTED TO	Heather Armstrong
QUOTED BY	Evan
PAGE NUMBER	1 of 1

USE THIS QUOTE# QUOT1025035-4 ON PO's!

**S**  
**H**  
**I**  
**P**  
**T**  
**O**

STOCKBRIDGE VILLAGE OF  
 MON-FRI 7-3PM  
 611 S WILLIAMS  
 STOCKBRIDGE, MI 49285  
 USA

**B**  
**I**  
**L**  
**L**  
**T**  
**O**

STOCKBRIDGE VILLAGE OF  
 PO Box 155  
 Stockbridge, MI 49285  
 USA

CUSTOMER PO #	EXPIRES	SALES PERSON	TERMS	SHIP FROM	SHIP VIA
9/1	3/26/2024	Evan	Net 30 days	IL	FEDEXGRND

ITEM #	DESCRIPTION	QTY	U/M	PRICE	EXTENSION
51407	7x10 in Danger Sign: Confined Space Hazardous Atmosph, Vinyl	1	ea	\$13.25	\$13.25
333094	ExoFit X100 Vest Style Harness Back/2 Shoulder D-Rings, Medium	2	ea	\$199.95	\$399.90
333099	ExoFit X100 Vest Style Harness Back/Front/2 Hip D-Rings, XL	1	ea	\$359.95	\$359.95
49238	Tripod, 7' W/ Pulley W/ Winch bracket DBI	1	ea	\$1,872.95	\$1,872.95

MERCHANDISE	MISCELLANEOUS	FREIGHT	TAX	TOTAL
\$2,646.05	\$ 0.00	\$ 173.81	\$0.00	\$2,819.86

Authorized Signature \_\_\_\_\_ PO (If Required) \_\_\_\_\_

Please note that your order may be subject to applicable taxes based on current rates at the time your order is completed.

This quote and all sales by HD Supply Facilities Maintenance, LTD. d/b/a USABlueBook shall be governed exclusively by the Terms of Sale available at [usabluebook.com/termsofsale](http://usabluebook.com/termsofsale)

**TO ORDER:** For your convenience, you may simply sign and return via email to [customerservice@usabluebook.com](mailto:customerservice@usabluebook.com). We will process your order promptly and email a confirmation so you know we have it. If you prefer to call your order in or have additional questions or concerns, you may contact our Customer Service Department at (800) 548-1234. Please note any changes to the quantities or shipping address.

Thanks for choosing USABlueBook.

MEETING DATE: March 4, 2024

**AGENDA ITEM TITLE: Village Hall Sign**

**SUBMITTED BY: Jill Ogden**

**DEPARTMENT: Village Office**

**BACKGROUND SUMMARY: As we move to the new building the building will need signage. Several quotes were requested and two were obtained. The most reasonable came from Art Sign Works inc.**

**ALTERNATIVE ANALYSIS: N/A**

**PREVIOUS BOARD ACTION: N/a**

**FINANCIAL IMPACT: \$2,193.00 with \$345.00 for shipping for a total of 2538.00.00**

**These funds can be drawn from**

101-269-818.000, Village property contracted services. There is \$40,000.00 budgeted and \$30,800 earmarked for mowing services leaving \$9,200.00 available.

**CONSIDERATIONS:**

**RECOMMENDED MOTION:**

**Move to except the quote from Art Sign Works inc. in the amount of 2538.00, as presented.**

**ATTACHMENTS:**

**Art Sign Works Inc quote**

**Signaramma quote**

Art SignWorks, Inc.  
 41785 Elm St, Suite 302 Murrieta, CA 92562  
 info@artsignworks.com  
 (951) 698-8484

www.artsignworks.com; www.woodmetalplaques.com; www.artsignworks.net



# Quote 30065 #1

## Village Sign

YOUR REP INFO  
 Liz Olson-Skadal  
 Project Coordinator  
 elizabeth@artsignworks.com  
 (951) 698-8484

QUOTE DATE  
 Tue, 02/06/2024

QUOTE EXPIRY DATE  
 Thu, 03/07/2024

TERMS  
 50% Deposit / 50% Shipping

Customer Name  
 Village of Stockbridge

Project Manager  
 Heather Armstrong  
 harmstrong@vosmi.org  
 (517) 851-7435

Item #	Description	Qty	Unit	Unit Price	Total Price	Shipping
1	<b>36" x 60" Sandblasted HDU Sign - Single-Sided</b> (1) 36" x 60" x 2" HDU **Single-Sided **Carved and Sandblasted **Painted 2 Colors **Choice of Mounting Brackets	1	Each	\$1,734.00	\$1,734.00	\$0
2	<b>36" x 60" Sandblasted HDU Sign - Double-Sided</b> (1) 36" x 60" x 2" HDU **Double-Sided **Carved and Sandblasted **Painted 2 Colors **Choice of Mounting Brackets	1	Each	\$2,193.00	\$2,193.00	\$0
3	<b>Shipping fee - LTL Freight</b> Crated, Ground Service	1	Each	\$345.00	\$345.00	\$0

SIGNATURE:

DATE:

**BROOKSIDE  
VILLAGE**





Est. 1859

*Welcome to*

EUREKA

W E L C O M E  
T o

West Leechburg



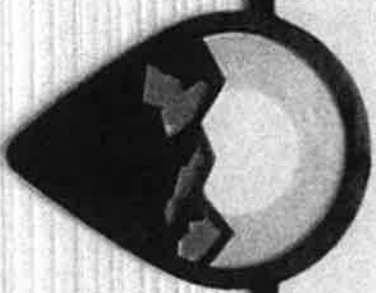
Est.

1928



**ARCHULETA  
COUNTY  
PUBLIC HEALTH  
DEPARTMENT**

502 South 8th Street



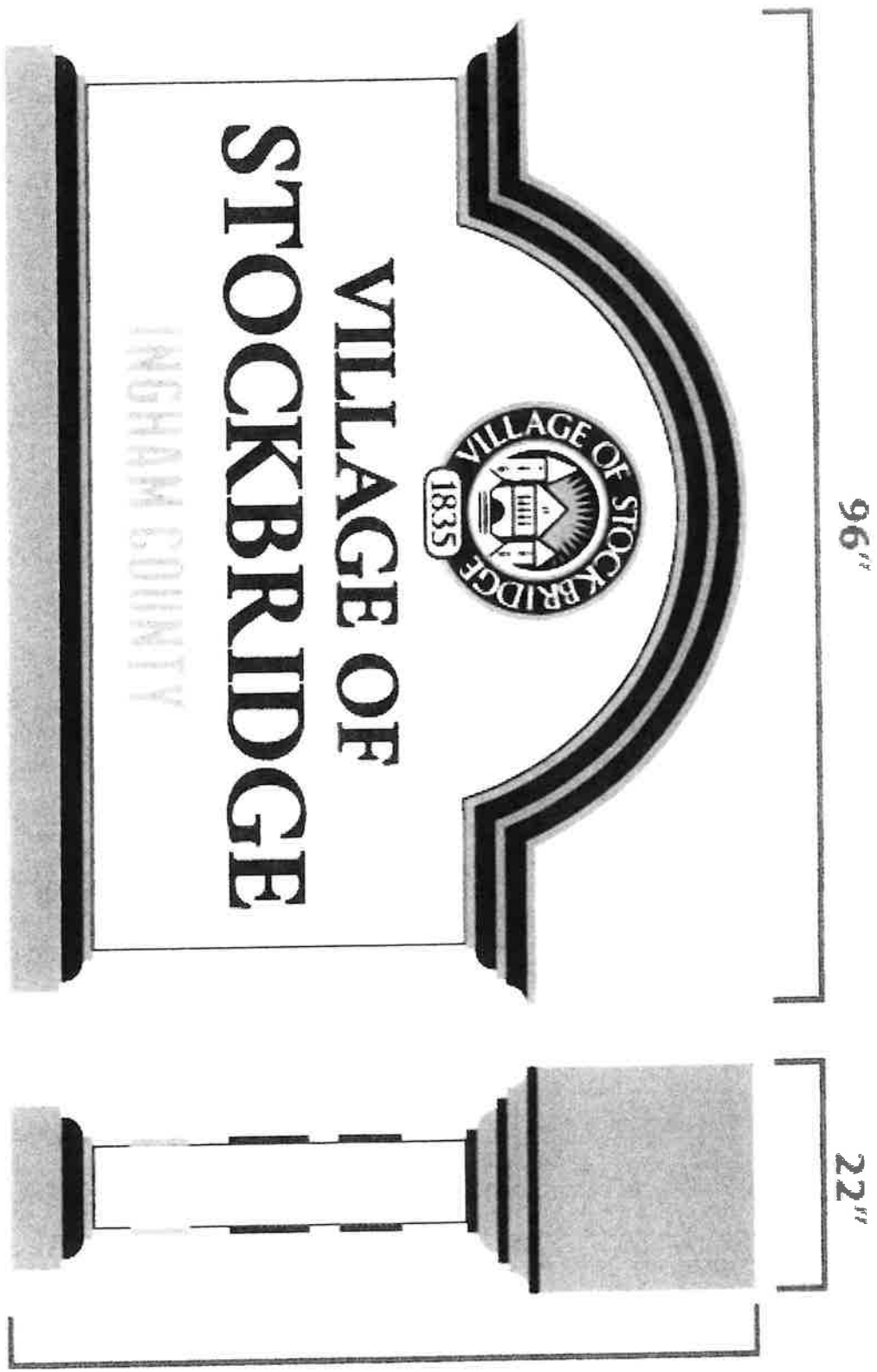
**City of Powers**  
**City Hall**  
**275 Fir Street**

*Gateway to the Siskiyou National Forest*



Please check layout (inback, spelling, dimensions) and material back with signature. Production cannot begin until written approval is received. Address charges will be applied for any change that are needed after approval is received. SIGNARAMA is not responsible for any errors in spelling, layout, or dimensions that have been approved by the customer. The proof is for visual items only. Any changes or alterations by the customer not shown or changed from it will be billed separately. SIGN DEPOSIT DUE AT TIME OF ORDER (full amount if under \$250), balance due upon time of installation or pick up.

Phone: 517-489-4314 Email: info@signarama-lansingeast.com



I HAVE REVIEWED THE ABOVE SPECIFICATIONS & HEREBY FULLY UNDERSTAND CUSTOMER APPROVAL SIGNED BY: \_\_\_\_\_ PRINT: \_\_\_\_\_ DATE: \_\_\_\_\_  
 THE CONTENT OF WHICH TO BE PERFORMED & APPROVE THIS PROJECT TO BEGIN APPROVAL SIGNED BY: \_\_\_\_\_  
 THIS ORIGINAL DESIGN AND ALL INFORMATION CONTAINED THEREIN IS THE PROPERTY OF SIGNARAMA AND ITS USE IN ANY WAY OTHER THAN AS AUTHORIZED IS EXPRESSLY FORBIDDEN. SIGN AND ARTWORK REMAIN THE PROPERTY OF SIGNARAMA.  
 THIS RENDERING IS INTENDED AS A SAMPLE ONLY. COLOR, TEXTURE, MEASUREMENTS, AND ACTUAL APPEARANCE MAY VARY SLIGHTLY FROM COMPLETED WORK AND IS CONSIDERED NORMAL & USUAL TO ASSURE SAFETY AND QUALITY OUR PRODUCTS IS LISTED @LISTED  
 © COPYRIGHT 2014 SIGNARAMA INC



# Stockbridge 022624

**Jill Ogden**

Village of Stockbridge  
president@vosmi.org



Harbert Home Systems  
10000 Old North Main St  
Stockbridge, MA 02262

2015-2016  
Village of Stockbridge

# About Us

We are dedicated to providing the highest quality custom electronics and professional custom installation. We seamlessly blend technology into your home or business with design and aesthetics being the highest priority.









During the design and installation process, we will maintain great communication, personal service and attention. As a result, your finished system will be visually pleasing, as well as fun and easy to use. We always make sure you know how to operate your new home systems, and we make everything we install user-friendly! Plus, you'll find that the professionals at Harbert Home Systems are always available for follow up visits and maintenance of our home systems.

## Services Provided

Custom Audio Video Installation, Cable Installation, Home Automation, Home Theater Design, Home Theater Installation, Outdoor Audio Installation, Surveillance Security Camera Installation, Surround Sound Installation, TV Installation, Lighting Control, Automated Window Shades, WiFi and Network Installation

# Areas & Items

## Meeting Room Audio (Option 1)

Items	Qty
	x2
<p><b>Phenyx Pro</b>            Wireless Microphone System, True Diversity Dual Cordless Microphone Set w/UHF Handheld Microphone / Bodypack / Headset / Lapel Mics, Auto Scan Channels  <i>Wireless Mic System with Handheld, Headset, and Lapel</i></p>	
	x1
<p><b>Pro X</b>            1/4" TRS BALANCED to XLR-M</p>	
	x10
<p>Desktop Microphone tripod Stand with Adjustable Height</p>	
	x1
<p><b>Episode</b>            Episode 70V Mixer-Amplifier - 240W x 1 Channel  <i>manually controlled mixer-amp</i></p>	
	x1
<p><b>Episode</b>            Episode 70V Mixer-Amplifier - 120W x 1 Channel</p>	
	x6
<p><b>Episode</b>            Episode 800 Commercial Series 70-Volt Pendant Speaker with 4" Woofer and Gripple Kit (Each - Black)</p>	
	x1
<p><b>Legion</b>            Legion 18 Space Rack System</p>	
	x1
<p><b>Wattbox</b>            WattBox Rack Mount Power Strip with 8 Individual Switches</p>	

Items

Qty

x1

**Wattbox**



WattBox Vertical Rack Mount Power Strip with Aluminum Housing - 26" (8 Outlet)



**Labor** Install and Setup Meeting Room Audio

**Meeting Room Audio Total : \$9,308.00**



Items

Qty

x1



**Wattbox**

WattBox Rack Mount Power Strip with 8 Individual Switches

x1



**Wattbox**










WattBox Vertical Rack Mount Power Strip with Aluminum Housing - 26" (8 Outlet)



**Labor** Install and Setup Meeting Room Audio

**Meeting Room Audio Total : \$9,321.93**

## Meeting Room Video (Option 1)

Items	Qty
	x1
<p><b>Samsung</b> Samsung 85" Class Q80C QLED 4K Smart TV</p>	x1
	x1
<p><b>Strong</b> Strong Razor Mount - Fixed - 49-90" Displays</p>	x1
	x1
<p><b>Strong</b> Strong VersaBox - Recessed Flat Panel Solution - 14" x 14"</p>	x1
	x1
<p><b>J-Tech Digital</b> Digital Audio Extender Converter for Optical/Coaxial Audio Over Single Cat5e/6 Cable (PoC) up to 990' (300m) for Dolby Digital, DTS 5.1, DTS-HD, PCM</p>	x1
	x2
<p><b>Binary</b> Binary 220 Series Digital to Analog Audio Converter</p>	x2
	x1
<p><b>Binary</b> Binary B4 Series Toslink Cable - 6.5 Ft (2 M)</p>	x1
	x2
<p><b>Binary</b> Binary Cables B3 Series Analog Audio Cable - 3.3 ft (1m)</p>	x2
	x2
<p><b>Wirepath</b> Decora Strap with One HDMI Pass-through Connector (White)</p>	x2
	x2
<p><b>Binary</b> Binary B4 Series 4K Ultra HD High Speed HDMI Cable with Ethernet - 4m (13.1 ft)</p>	x2



Items:

Qty



Labor Install and Setup Meeting Room Video

Meeting Room Video Total : \$4,386.48

## Meeting Room Video (Option 2)

Items

Qty



**Samsung**

Samsung 98" Class Q80C QLED 4K Smart TV

x1



**Strong**

Strong Razor Mount - Fixed - 49-90" Displays

x1



**Strong**

Strong VersaBox - Recessed Flat Panel Solution - 14" x 14"

x1



**J-Tech Digital**

Digital Audio Extender Converter for Optical/Coaxial Audio Over Single Cat5e/6 Cable (PoC) up to 990' (300m) for Dolby Digital, DTS 5.1, DTS-HD, PCM

x1



**Binary**

Binary 220 Series Digital to Analog Audio Converter

x1



**Binary**

Binary B4 Series Toslink Cable - 6.5 Ft (2 M)

x2



**Binary**

Binary Cables B3 Series Analog Audio Cable - 3.3 ft (1m)

x1



**Wirepath**

Decora Strap with One HDMI Pass-through Connector (White)

x2



**Binary**

Binary B4 Series 4K Ultra HD High Speed HDMI Cable with Ethernet - 4m (13.1 ft)

x2

Items







Qty



Labor Install and Setup Meeting Room Video









**Meeting Room Video Total : \$9,386.48**

# Meeting Room Lighting and Control System (Option 1)

Items	Qty
	x1
<p><b>Lutron</b> LUTRON SMART BRIDGE PROWHITE <i>Small Scale Lighting Control System for Meeting Room</i></p>	
	x4
<p><b>Lutron</b> Lutron Caseta Wireless In-Wall Dimmer <i>Smart Dimmers</i></p>	
	x2
<p><b>Lutron</b> Pico Remote Control White <i>3 way locations</i></p>	
	x2
<p><b>Lutron</b> Lutron PICO-WBX-ADAPT Wallplate Bracket for Pico Remote <i>box adaptors</i></p>	
	x1
<p><b>Araknis Networks</b> Araknis Networks 110 Series Unmanaged+ Gigabit Switch - 8 Rear Ports</p>	
	
<p><b>Labor</b> Install and Setup Media Room Lighting</p>	

**Meeting Room Lighting and Control System Total : \$1,289.43**

# Meeting Room Lighting and Control System (Option 2)

Items	Qty
	x1
<p><b>Lutron</b> LUTRON SMART BRIDGE PROWHITE <i>Small Scale Lighting Control System for Meeting Room</i></p>	
	x4
<p><b>Lutron</b> Lutron Caseta Wireless In-Wall Dimmer <i>Smart Dimmers</i></p>	
	x2
<p><b>Lutron</b> Pico Remote Control White <i>3 way locations</i></p>	
	x2
<p><b>Lutron</b> Lutron PICO-WBX-ADAPT Wallplate Bracket for Pico Remote <i>box adaptors</i></p>	
	x1
<p><b>Control4</b> Control4 Core 1 Hub &amp; Controller <i>Controller for App Control of Audio, Video, and Lighting</i></p>	
	x1
<p><b>SimpliDock</b> SimpliDock® for iPad® <i>iPad not included, Dock will be ordered to match iPad model</i></p>	
	x1
<p><b>Araknis Networks</b> Araknis Networks 110 Series Unmanaged+ Gigabit Switch - 8 Rear Ports</p>	
	
<p><b>Labor</b> Install Setup and Program Meeting Room Lighting and Control System</p>	

**Meeting Room Lighting and Control System Total : \$3,397.85**

# Financial Summary

This proposal has options in the following areas:

- Meeting Room Audio
- Meeting Room Video
- Meeting Room Lighting and Control System

Once you select options for each area, your financial summary will be shown.

# Payments

- **Payment Terms:**
- Material Payment due upon acceptance of proposal
- Labor Payment due upon job completion
- Credit Card and ACH Payments now accepted plus, ask about our Referral Rewards, Social Media, and Pre-Pay Discounts
- 5% Pre-Pay Discount Option, Cash or Check Payment
- Control4 App Access will require Control4 Connect Annual Subscription of \$250 after April 23rd.
- No subscription needed for local app access (ever) if system is installed before April 23rd.

## My Harbert Home Membership

[Harbert\\_Service\\_Packages\\_2018.4.pdf](#)

### PROPOSED SCHEDULE

Payment 1	<b>100% of Part Total • \$10,633.91</b>	Due Upon Proposal Acceptance
Payment 2	<b>100% of Labor Total • \$4,350.00</b>	Due Upon Job Completion

### PAID WORK ORDER

# Project Terms

- Total Installation Labor Includes:
  - Install all components listed above
  - Confirm functionality
  - System Programming
  - Meet CEA Standards
  - Meet TIA Standards
  - Meet NEC Standards
  - Homeowner Education
- Notes and Assumptions:
  - Accessible walls, ceilings, floors, cabinets
  - Functional existing wires and cables
  - Functional existing 120v power requirements
  - Functional existing network requirements
  - HHS prices include applicable tax
  - Additional product specs and info available upon request
  - Itemized pricing available upon acceptance of proposal
  - iPad not included. Dock will be ordered to match iPad model
  - Control4 App Access will require Control4 Connect Annual Subscription of \$250 after April 23rd 2024.
  - No subscription needed for local app access (ever) if system is installed before April 23rd 2024

Invoice No:

#216

Date Issued:

3/1/24

Issued to:

Village of Stockbridge  
Clerk  
PO Box 155  
Stockbridge, MI. 49285

NO	DESCRIPTION	TIME	RATE	SUBTOTAL
1	Hall Clean after Rental	3-4 hrs		\$125
2	Township Office Clean	2 hrs		\$100

Payment Information

Accepts cash, Cashapp,  
invoices paid via email,  
checks or direct deposit  
(when available). Any bounced  
check will receive additional

*Alexis Orris-Dingmore*