

**REGULAR MEETING OF
BOARD OF PUBLIC SERVICE
SEPTEMBER 11, 2025**

PRESENT: Samara Morgan, Nancy Mahlow, Hugh McNichol, Jason Wilkes, Tracy Tanner, Thomas Hickson, and Mark Clouse

ABSENT: Ronald Wilson

STAFF: Andrew Kilpatrick, Auggie Martinez, Nicole McPherson, and Jeremiah Kilgore

VISITORS: None

1) CALL TO ORDER:

Chair Wilkes called the meeting to order at 11:34 a.m., at the City of Lansing Wastewater Treatment Plant.

- a. Roll Call
- b. Excused Absences: Ronald Wilson

2) ADJUSTMENTS/APPROVAL OF THE AGENDA:

Chair Wilkes requested approval of the agenda, Ms. Mahlow moved, Mr. McNichol seconded, and MOTION CARRIED, to approve the agenda as submitted.

3) APPROVAL OF BOARD MINUTES:

August 14, 2025

Chair Wilkes requested approval of the minutes, Ms. Mahlow moved, Ms. Morgan seconded, and MOTION CARRIED to approve the minutes as submitted.

4) CITIZEN COMMENTS ON AGENDA ITEMS: None

5) ACTION ITEMS:

Approval of the 2026 Board of Public Service Meeting Schedule: Chair Wilkes requested approval, Mr. Hickson moved, Ms. Tanner seconded, MOTION CARRIED, to approve the 2026 meeting schedule.

Traffic Requests:

- Report 25-09 100 E. Lenawee St. Parking Regulation
- Report 25-10 River St. Parking Regulation
- Report 25-11 400 W. Washtenaw St. Parking Regulation
- Report 25-15 Florence St. & Ray St. Traffic Control
- Report 25-16 Tranter St. Parking Regulation
- Report 25-17 Jay St. Parking Regulation

Chair wilkes requested approval, Mr. Clouse moved, Mr. McNichol seconded, MOTION CARRIED, to approve the above-mentioned Parking Regulations.

6) REPORT OF OFFICERS:

Engineering Division: A written report was distributed.

Ms. McPherson gave a brief overview of the report. Discussion and questions followed.

Administration Division: A written report was distributed.

Mr. Kilgore gave a brief overview of the report. Discussion and questions followed.

7) DIRECTOR'S REPORT:

Director Kilpatrick reported on the following: street construction, Annual Report, and residential trash.

8) UNFINISHED BUSINESS:

Draft City of Lansing Facility and Street Naming Policy, on hold.

9) NEW BUSINESS:

Manager of 311 Department, Auggie Martinez, reported on the department's function. Discussion and questions followed.

Division tours were discussed.

10) COMMUNICATIONS AND INFORMATION ITEMS:

Washington Sq. & Washtenaw St. Draft Signal was submitted and discussed.

11) CITIZEN COMMENTS ON NON-AGENDA ITEMS: None

12) ITEMS FOR THE SUSPENSION OF THE RULES: None

13) ADJOURN:

The meeting adjourned at 1:25 p.m.

Respectfully submitted by,
Janette Tate, Recording Secretary