

# **REGULAR MEETING OF BOARD OF PUBLIC SERVICE DECEMBER 14, 2023**

**PRESENT:** Thomas Hickson, Nancy Mahlow, Hugh McNichol, Samara Morgan, Jon Scott, and Jason Wilkes

**ABSENT:** Ronald Wilson

**STAFF:** Scott Cook, Jeremiah Kilgore, Nicole McPherson, Keith Moss, and Mitch Whisler

**VISITORS:** None

## **1) CALL TO ORDER:**

Chair Hickson called the meeting to order at 11:33 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 Hickson requested approval of the agenda, Ms. Mahlow moved, Mr. Scott seconded, MOTION CARRIED UNANIMOUSLY, to approve the agenda as submitted.

## **3) APPROVAL OF BOARD MINUTES:**

**November 9, 2023**

Chair Hickson requested approval of the minutes, Ms. Mahlow moved, Mr. Scott seconded, MOTION CARRIED UNANIMOUSLY, to approve the minutes as submitted.

## **4) CITIZEN COMMENTS: None**

## **5) ACTION ITEMS:**

Traffic Requests:

Engineers Report #023-014 – Traffic Signal Modernization/Removal Study Jerome Street and Marshall Street. The Transportation and Non-Motorized Section conducted a traffic signal removal study to determine if the signal at the intersection of Jerome Street and Marshall Street should be modernized or removed. The recommendation from the study is to put it on flash mode, yellow for Marshall Street and red for Jerome Street for a 60-to-90-day study period to further determine. After board discussion, the board decided that adjacent neighborhoods and surrounding schools should be polled. With more information provided at the next board meeting, they will entertain a motion.

Engineers Report #023-012 – Parking Regulation Request: Cambridge Downs Subdivision. A resident requested to reinstate the 2 a.m. to 5 a.m. parking prohibition along the Cambridge Downs Subdivision to combat blight in the neighborhood. After the Transportation and Non-Motorized Section provided a safety study, there was no cause for the reinstatement of the parking prohibition. A petition was circulated and

62% of the residents was in favor of the reinstatement with the majority coming from East Westchester and Westchester Streets. The department would support the reinstatement just on those Streets should the administration request it. Chair Hickson made a motion to approve the request to reinstate the 2 a.m. to 5 a.m. parking prohibition, with no second on the floor, discussion began. The board was conflicted with this request, as it could cause further requests, enforcement of the prohibition, residents should have a say, etc. The board determined with further information from legal, they would entertain a vote at next meeting and Chair Hickson rescinded his motion.

**6) DIRECTOR'S REPORT:**

Deputy Director Kilgore reported on the following: budget, salt shed, hiring-job fair, and carts ordinance.

12:24 p.m. Mr. Whisler, and Mr. Cook arrived.

Mr. Wilkes provided the 311 Audit FY23 showing the percentages coming out of each departments budget verses the percentage of actual calls.

12:26 p.m. Mr. Moss arrived.

**7) REPORT OF OFFICERS:**

Wastewater Division: A written report was distributed.

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

Traffic Engineering Division: A written report was distributed.

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

**8) UNFINISHED BUSINESS:**

Slip and Fall Liability article was reviewed.

**9) NEW BUSINESS:**

Traffic light at E. Kalamazoo St./S. Clemens Ave – Mr. Whisler stated they already reviewed and made changes to the light.

1:00 p.m. Ms. Morgan left.

Draft copy of PSD Annual Report 2023 – Member's will review and send suggestions in prior to next meeting. Item will be moved to an action item for January 2024 meeting.

**10) COMMUNICATIONS AND INFORMATION ITEMS:**

Mr. Wilkes attended Invest Health Conferenced and stated sidewalks the leading discussed concern/topic by cities.

**11) ITEMS FOR THE SUSPENSION OF THE RULES: None**

**12) PUBLIC COMMENTS:** None

**13) ADJOURN:**

The meeting adjourned at 1:11 p.m.

Respectfully submitted by,  
Janette Tate, Recording Secretary