

**REGULAR MEETING OF
BOARD OF PUBLIC SERVICE
JANUARY 11, 2024**

PRESENT: Thomas Hickson, Nancy Mahlow, Hugh McNichol, Samara Morgan, Ronald Wilson, and Jason Wilkes

ABSENT: Jon Scott

STAFF: Carl Denison, Jeremiah Kilgore, Andy Kilpatrick, and Mitch Whisler

VISITORS: None

1) CALL TO ORDER:

Chair Hickson called the meeting to order at 11:31 a.m., at the City of Lansing Wastewater Treatment Plant.

- a. Roll Call
- b. Excused Absences: Jon Scott

2) ADJUSTMENTS/APPROVAL OF THE AGENDA:

Chair Hickson requested approval of the agenda, Mr. McNichol moved, Mr. Wilkes seconded, MOTION CARRIED UNANIMOUSLY, to approve the agenda as submitted.

11:32 a.m. Andrew Kilpatrick and Mitch Whisler arrived.

3) APPROVAL OF BOARD MINUTES:

December 14, 2023

Chair Hickson requested amendments to the minutes, and then requested approval of the minutes with the amendments, Ms. Mahlow moved, Mr. Wilkes seconded, MOTION CARRIED UNANIMOUSLY, to approve the minutes as amended.

11:33 a.m. Ronald Wilson Arrived.

4) CITIZEN COMMENTS: None

5) ACTION ITEMS:

City of Lansing Public Service Department Annual Report 2023 – Mr. Wilson moved, Ms. Mahlow seconded, MOTION CARRIED UNANIMOUSLY, to approve the annual report.

Traffic Requests:

Engineers Report #23-17 – Traffic Control Request: Chadburne Drive and Seaway Drive. A resident requested a study done at this three-legged intersection. After conducting the study, the Transportation and Parking Office recommends the installation of a yield sign on Chadburne Drive at Seaway Drive because of the safe approach speed and to eliminate right-of-way confusion. Mr. Wilson moved, Mr. Wilkes seconded, MOTION CARRIED UNANIMOUSLY, to approve the recommendation.

Traffic Requests continue:

Engineers Report #23-18 – Parking Regulation Change Request: Verlinden Avenue. Due to the closure of the General Motors facility west of Verlinden Avenue, the Transportation and Non-Motorized Section polled the residents to change the parking regulations. After the survey and a request by Scribbles & Giggles Childcare Center, the Transportation and Parking Office recommends removal of the parking restrictions on the west side of Verlinden Avenue, except near intersections and in front of Scribbles & Giggles Childcare Center, at the 600 block of North Verlinden Avenue. The 600 block parking restrictions will be (30) minutes between 8 a.m. and 6 p.m. Mr. Wilson moved, Ms. Mahlow seconded, MOTION CARRIED UNANIMOUSLY, to approve the recommendation.

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. At last meeting, the board requested further information from legal. The department is still waiting for more information from legal, therefore this item will be moved to Unfinished Business.

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. At the last meeting, the board decided that adjacent neighborhoods and surrounding schools should be polled. With information from the poll, and further discussion, Mr. Wilkes motioned to approve to continue the study, Mr. Wilson seconded, MOTION CARRIED with a (5 to 1) vote, to approve the continuation of the study. Mr. Wilson moved to move this request to unfinished business to monitor, Mr. Wilkes seconded, MOTION CARRIED UNANIMOUSLY, to monitor under Unfinished Business.

6) REPORT OF OFFICERS:

Fleet Services Division: A written report was distributed.

Mr. Denison 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.

12:28 p.m. Ms. Morgan left.

7) DIRECTOR'S REPORT:

Director Kilpatrick reported on the following: budget, Michigan Avenue project, CSO project, Wastewater 10-year improvements, sewage/industrial fees, and trash.

8) UNFINISHED BUSINESS: None

9) **NEW BUSINESS:** None

10) **COMMUNICATIONS AND INFORMATION ITEMS:**

Ms. Mahlow announced she made a recommendation to the mayor's office for a 4th Ward Board Member, that also works at Peckham, Inc.

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

12) **PUBLIC COMMENTS:** None

13) **ADJOURN:**

The meeting adjourned at 12:54 p.m.

Respectfully submitted by,
Janette Tate, Recording Secretary