

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
January 17, 2023**

747776:

The regular meeting was called to order by Mayor Carmel Camp at 7:00 pm. in the Council Chambers.

ROLL CALL: PRESENT: Carmel Camp, Rick Moreno, Lisa Enerson, Sherry Kirkland,
Daniel Schudel and Carl Sword

ABSENT: Natalie Loop

ALSO PRESENT: Barb Ireland, Police Chief Ron Keck, Lexi Mattison, Ambulance Director
Jim Stevens, Will Terrill, City Clerk Jeaniene McClellan, and City
Manager Charles Weir

ORDERS OF THE DAY:

Excuse Absent Members:

747777:

Motion by Carl Sword, seconded by Rick Moreno **to approve to excuse Natalie Loop from the meeting.** CARRIED 6-0 by roll call

Approval of Minutes of January 3, 2023:

747778:

Motion by Rick Moreno, seconded by Lisa Enerson **to approve the minutes from January 3, 2023 and place on file.** CARRIED 6-0 by roll call

PUBLIC COMMENT:

Will Terrill – Advising Council that the floor in the fire department’s truck bay is still sinking.

NEW BUSINESS:

Reappoint: Robert Geeting to the Board of Review:

Robert Geeting’s current 3-year appointment to the Board of Review expired last month.

Mr Geeting has requested to be reappointed to the Board for a 3-year term to expire in December 2026.

Mr Geeting meets all the requirements to be reappointed to the Board of Review.

747779:

Motion by Carl Sword, seconded by Dan Schudel to **reappoint Robert Geeting to the Board of Review for a 3-year term expiring in December 2026.** CARRIED 6-0 by roll call vote.

Approve: Annual Guideline for Poverty Exemption:

P.A. 253 was enacted on December 23, 2020 and modified guidelines for approving poverty exemptions. State Law (MCL 211.7u) requires local units of government to annually adopt a policy used to approve or deny poverty exemptions. The Department of Health and Human Services sets the poverty guidelines annually. The policy resolution is for 2023, and incorporates the changes required by P.A. 253.

747780:

Motion by Lisa Enerson, seconded by Sherry Kirkland to **approve the Resolution adopting the 2023 Annual Guidelines for Poverty Exemptions.** CARRIED 6-0 by roll call vote.

Accept: Capital Improvement Project Plan for 2023-2029:

As required annually, the Planning Commission approved the attached 2023-2029 Capital Improvement Project Plan at their November 28, 2022 meeting. The cost estimates include any planned grant awards.

CAPITAL IMPROVEMENT PLAN 2023-2029

| BUDGET YEAR | IMPROVEMENT | ESTIMATED COST (INC. GRANTS) |
|-----------------------|---|---|
| Current FY 22 - 23 | Continue Lift Stations Upgrades Water Meter Replacement (Ongoing) Fire Hydrant Replacement (Ongoing) DWAM Grant Service Line Identification Fire Station Repair (sinking floor and back wall) | \$ 100,000 (Grant) \$ 30,000 \$ 15,000 \$ 266,000 (Grant) \$ 20,000 |
| 23 - 24 | Sidewalks Roof Repair City Hall Cemetery Expansion Development Street Signage Replacement | \$ 60,000 \$ 30,000 \$ 30,000 \$ 10,000 |

| | | |
|---------|--|--|
| | Local Street Improvements Water Meter Replacement (Ongoing) Fire Hydrant Replacement New Ambulance or Loan Pay Off of Ambulances 3 Phase 40 K W Generator Lead Service Line Replacement 6 sets of Turnout Gear HFD | \$ 60,000 \$ 15,000 \$ 15,000 \$ 160,000-170,000 \$ 40,000 \$ 30,000 \$ 15,000 |
| 24 - 25 | N Maple Grove Reconstruction Design (Phase 2) New Police Patrol Vehicle Water Meter Replacement (ongoing) Local Street Improvements Lead Service Line Replacement Downtown Parking Lots 6 sets of Turnout Gear HFD | \$ 150,000 \$ 55,000 \$ 15,000 \$ 60,000 \$ 30,000 \$ 30,000 \$ 15,000 |
| 25 - 26 | N Maple Grove Reconstruction (Phase 2) Water Meter Replacement (finish) Local Street Improvements Lead Service Line Replacement | \$1,000,000 \$ 15,000 \$ 60,000 \$ 30,000 |
| 26 - 27 | N Maple Grove Reconstruction Design/Eng (Phase 3) DPW Dump Truck Replacement Lead Service Line Replacement Local Street Improvements | \$ 80,000 \$ 150,000 \$ 30,000 \$ 60,000 |
| 27 - 28 | Lead Service Line Replacement Local Street Improvement | \$ 30,000 \$ 60,000 |
| 28 - 29 | Lead Service Line Replacement Local Street Improvement | \$ 30,000 \$ 60,000 |

Approved by City of Hudson Planning Commission on November 28, 2022

747781:
Motion by Carl Sword, seconded by Rick Moreno to **Accept the 2023-2029 Capital Improvement Project Plan from the Planning Commission.** CARRIED 6-0 by roll call vote.

Approve: Purchase of Power Cot:

The Planning Commission approved the scheduled purchase of a new Ambulance in the 2022-23 Capital Improvement Plan. It is customary that the expense of cot replacement be included in the financed Ambulance cost. Due to the national supply shortage situation, in January Of 2022, both Stryker and the Ambulance Manufacturer had projected delivery dates of 12-18 months. In an effort to prevent further delays we were placed on a non-binding build list for both manufactures assuring us a place on their build list.

In July of 2022 we were able to negotiate a final quote for the cot with Stryker protecting us from any upcoming price increases. This quote was valid until delivery of the unit which at that time was project to be 10-12 months. Although we have received a pretty accurate estimate for the ambulance, we have not been able to finalize a cost and purchase plan to be brought to the council for their review as of this time.

Due to several order cancellations that were ahead of us at Stryker, the cot arrived unexpectedly on January 6th. City Manager Charles Weir and Ambulance Director James Stevens have discussed the impact of the unforeseen early arrival of the cot and have developed the following options for Council's review.

Option One: Utilize our 30-day return clause and return the cot to Stryker.

This option will not affect operations; however, we would be subject to an approximately 18% cost increase with a delivery projection of 8-12 months from the date of reorder.

Option Two: Approve the purchase of the cot at a cost of \$25,348.37 with the following purchase plan:

Ambulance's portion of ARPA Funds \$19,496.00 (Currently deposited in the General Fund Account)

- Current General Fund Balance is \$496,963.40

Ambulance Capital Equipment Funds \$5,852.37

- Current Capital Equipment Fund balance is \$18,790.18. The balance after this purchase is budgeted for payment two of our purchase agreement from last year for the Lucas Device and first Power Cot.

Using the unbudgeted Ambulance's portion of the ARPA funds for 77% of this purchase, allows us to purchase a major piece of equipment without affecting the operational budget while decreasing the overall cost of the new ambulance.

747782:

Motion by Dan Schudel, seconded by Carl Sword to **approve the purchase of a power cot at a cost of \$25,348.37 with the ARPA Funds and the Ambulance Capital Equipment Fund.**
CARRIED 6-0 by roll call vote.

Approve: Lead Service Line Verification DWAM Grant Bid:

The pot holing work under the DWAM grant was put out for bid for contractors to do the work. Two bids were received by the deadline of December 13, 2022.

UIS Underground Infrastructure Services: \$131,395.00
 All Seasons Underground: \$131,650.00

In the bid documents there is price changes for locations that need to be made where concrete and asphalt will be removed and replaced as opposed to the locations that are just grass/dirt. 117 locations are grass/dirt with 42 locations being in cement or asphalt. The total funding for this work under the grant is \$112,200.00. 187 locations were to be verified but due to the bids only 159 locations can be done.

Because of the locations and difference in prices from the bidders, All Seasons Underground will be cheaper.

All Seasons Underground: \$113,050.00 (\$850.00)
 Underground Infrastructure Services: \$115,815.00 (\$3,615.00)

The Letter of Recommendation of Project Award from Jones & Henry was given to Council, that gives the breakdown in greater detail.

747783:

Motion by Lisa Enerson, seconded by Sherry Kirkland to **award the Water Service Line Materials Verification Project (229-7885.002) to All Seasons Underground and authorize the City Manager to sign the Notice of Award.** CARRIED 6-0 by roll call vote.

Approve: 313 W Main Lease Renewal:

The current 3-year lease for the City-owned property at 313 W. Main Street between the City and Kelly Bailey expired in September 2022. A copy of the 3-year renewal lease was given to Council for review.

747784:

Motion by Sherry Kirkland, seconded by Dan Schudel to **approve a 3-year lease renewal agreement with Kelly Bailey for the rental property at 313 W. Main Street for \$350.00 per month.** CARRIED 6-0 by roll call vote.

Accept: Request for Qualifications for Engineering Services:

October 18, 2022, the City filed Intent to Apply Forms with EGLE for possible grant funding through the Clean Water and Drinking Water State Revolving Fund to rehabilitating and replacing storm and sanitary sewers, water mains and lead service lines specifically as a continuation of the Maple Grove Avenue project and in mitigating the (I & I) Inflow and Infiltration issues. Part of this process is making sure that the city has qualified engineering services in place if grant funding was awarded to the city.

The city posted the (RFQ) Request for Qualifications for Engineering Services December 22, 2022, with a deadline to be received by the city at 2:00 pm January 10, 2023.

Jones and Henry Engineers Ltd. Was the only firm that responded by the deadline. The Statement of Qualifications was enclosed in the packet.

Jones & Henry has worked on several projects with the city since 1980 and is currently working with the city under the Drinking Water Asset Management grant.

747785:

Motion by Rick Moreno, seconded by Lisa Enerson to **accept the Statement of Qualifications from Jones & Henry Engineers Ltd. For Sanitary Sewer Rehabilitation, I & I reduction, Water Main, and Lead Service Line Replacement.** CARRIED 6-0 by roll call vote.

Approve: Seek Bids for the Maple Grove Cemetery:

The lawn mowing contract for the Maple Grove Cemetery has expired. We would like to have authorization to post an invitation to bid, and accept sealed bids, for a three (3) year contract for the lawn mowing services at the Maple Grove Cemetery for the 2023 through the 2025 mowing seasons.

The wording in the invitation to bid and the contract, would remain the same, except for the date changes where appropriate.

747786:

Motion by Dan Schudel, seconded by Rick Moreno to **approve the posting of the invitation to bid and accepting sealed bids, for the lawn maintenance contract for the Maple Grove Cemetery for 2023-2025 mowing seasons.** CARRIED 6-0 by roll call vote.

Discuss: Industrial Park Lots:

Hudson Area Schools, Center of Science and Industry and City Manager had a meeting with realtor and an executive of potential manufacturing company that is considering Hudson for its manufacturing and training needs. Mr Weir was asked what the price per acre in the industrial park is but could not give an answer due to the lack of information.

The most recent industrial park lot was sold in 2015. At that time the city was approached by the purchaser and an offer was made to the Council and it was accepted. This isn't a very effective way to fill the industrial park with businesses.

Mr Weir suggested that the city be more active in marketing the industrial park lots.

Council would like the City Manager to have a realtor involved to help market the empty lots.

Approve: Roof Repairs:

There are leaks in the roofs over city hall and the fire department. Superintendent Jay Best contacted Billy White Roofing to check the roofs. The roofs are in fair condition but a few spots

over or near the leak spots inside the building were identified and can be fixed. Billy White Roofing LLC has done roof repairs in the past for the city with good results.

A proposal was provided for Council from Billy White Roofing to fix the roofs. The price of \$2,000 is quoted for the repairs. There was another area identified after this quote that will be checked on Monday the 16th. Mr Weir hopes to have a final price for Council by the January 17th meeting.

Due to nature of the problem and the repairs likely to be under the \$5,000.00 to seek additional bids, Mr Weir believes having Billy White Roofing do the repairs is the way to proceed.

747787:

Motion by Carl Sword, seconded by Rick Moreno to **approve Billy White Roofing LLC to proceed with the roof repairs up to \$3,500 and authorize the City Manager to sign the agreement.** CARRIED 6-0 by roll call vote.

UNFINISHED BUSINESS:

1st Reading - Ordinance Amendments to Section 9-4, 18-54 & 18-55 (Refuse, Water and Sewer Billing):

This was brought to Council at the January 3, 2023, meeting and Council determined that they wanted to have the city attorney review further before making any changes.

Reviewing the ordinance changes Mr Weir looked at the refuse side and discovered that the wording in Section 9-4 also needed to be changed regarding billing.

The ordinance changes in the affected sections were forwarded to the city attorney for legal review along with the ordinance resolution amendments Ord. #400-23 and Ord #401-23 and he advised that the amendments meet the legal requirement and need of the city.

Mr Weir attached all the related documents along with the City Attorney opinion letter.

Once again, all current landlord/'tenant agreements will remain in force. The ordinance will go into effect 16 days after the public hearing and the second reading.

747788:

Motion by Carl Sword, seconded by Lisa Enerson to **approve the first reading and waive the actual reading of the Ordinance Amendments to Section 18-54, 18-55, and 9-4 of the Hudson City Code of Ordinances regarding the utility, refuse billing and collection, under landlord / tenant rental agreements.** CARRIED 6-0 by roll call vote.

Bills:

Bills to Council
January 3, 2022

Bills to be Approve

| | | |
|----------------------------|-------------|--------------------|
| MI Agri-Business Solutions | \$18,074.38 | Sludge Application |
| MI Agri-Business Solutions | \$ 3,675.38 | Sludge Application |
| Total | \$23,699.76 | |

Bills to be Confirmed

| | | |
|---------------------|-------------|---|
| D & P Cable | \$1,125.87 | Phone & Internet |
| Michigan Gas | \$1,222.15 | 107 Mechanic WWTP |
| Municipal Supply Co | \$3,779.20 | Full Seal Clamps |
| Lenawee County | \$1,150.50 | 60% of 3 years Avg of Annual Ordinance Fines Paid to City |
| EGLE | \$1,950.00 | Permit & Fees |
| Consumers | \$1,429.97 | LED Lights |
| Consumers | \$1,618.04 | Street Lights |
| Consumers | \$1,041.28 | City Hall |
| Consumers | \$3,371.64 | WWTP |
| Total | \$16,688.65 | |

747789:

Motion by Lisa Enerson, seconded by Rick Moreno **to pay the bills.** CARRIED 6-0 by roll call vote

Account Balances & Check Register:**Account Balances:**

| | |
|------------------------------------|--------------|
| General Fund | \$493,041.50 |
| Cemetery Trust Fund | \$ 2,262.45 |
| Major Street Fund | \$161,178.24 |
| Local Street Fund | \$ 77,867.03 |
| Fire Department Fund | \$ 38,288.13 |
| Recreation Fund | \$ 3,665.62 |
| Cemetery Foundation | \$ 25,477.05 |
| Ambulance | \$ 27,248.44 |
| Community Center | \$ 21,184.53 |
| Thompson Museum Fund | \$ 57,662.33 |
| Library Fund | \$ 0.00 |
| Thompson Library Fund | \$ 0.00 |
| Museum Fund | \$ 38,742.22 |
| Downtown Development | \$ 43,670.76 |
| Industrial Park Fund | \$ 11,105.69 |
| L D F A | \$ 0.00 |
| 2021 Capital Improvement Bond Fund | \$108,548.53 |
| Sidewalk Fund | \$ 2,565.98 |
| Utilities Fund | \$ 34,965.24 |
| Motor Veh and Equip Fund | \$228,646.88 |
| Property Tax Collection | \$ 52,456.71 |
| Income Tax Fund | \$105,152.78 |
| Payroll Fund | \$ 0.00 |

747790:

Motion by Rick Moreno, seconded by Sherry Kirkland **to accept Account Balances, Check Register and the Revenue and Expenditure Report and place on file.** CARRIED 6-0 by roll call vote.

CITY MANAGER REPORT:

- We have a meeting with Modern Waste on January 18th due to the refuse contract expiring in May. There will further discussion and decisions to be made regarding the refuse contract over the next month or two.

- Mr Weir is exploring the idea of having the Community Center cleaned by a third party after weekend rentals to help free up DPW on call employees and resolve some differences about the cleanliness of the Center on Monday mornings.
- Consumers Energy advised again due to material shortages the Meadowbrook Drive project is being delayed with earliest start date of January 23rd.
- Plante Moran is getting close to completing the work on the State mandated Uniform Chart of Accounts and should be completed by March 1st.
- Mr Weir spoke with Jones & Henry about the applying for the CWSRF and the DWSRF for possible grant funding for the storm, sanitary sewer rehabilitation and the replacement of water mains and lead service lines. The timeline to apply is very short and due by May 1st. Part of the application is to have project plans submitted with the application which will incur an expense for the engineering services for the project plans. The money spent for the engineering services will be paid by the grant funding if awarded. If not awarded, the city will have to pay the expense. He requested details about the application and the projected cost from Jones & Henry for the project plans. Once received, we may have to call a special meeting to review their proposal for the work.
- The MDOT project on Main Street from US 127 east to McClellan Street looks to be on track for the 2023 construction season. Unknown on the start date. We were advised that the Main Street traffic light will remain in place. City Manager has also requested that MDOT place better pedestrian signage at the cross walks by the Post Office and the Market House shopping center.

COUNCIL COMMENTS:

ADJOURNMENT:

747791:

Motion by Rick Moreno, seconded by Sherry Kirkland to **adjourn the meeting at 8:04 pm**

APPROVED: _____
Carmel Camp, Mayor

ATTEST: _____
Jeaniene McClellan, City Clerk