

CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
July 18, 2023

747901:

The regular meeting was called to order by Mayor Pro Tem Carl Sword at 7:00 pm. in the Council Chambers.

ROLL CALL: PRESENT: Natalie Loop, Sherry Kirkland, Rick Moreno, Daniel Schudel and Carl Sword

ABSENT: Carmel Camp, Lisa Enerson

ALSO PRESENT: Ambulance Director Jim Stevens, WWTP Superintendent Ted Hutchison, DPW Superintendent Jay Best, Fire Chief Jerry Tanner Jr., Police Chief Ron Keck, Police Sergeant Shawn Sandy, Barb Ireland – Hudson Post Gazette, Candi Best, Sarah Schudel, Will Terrill, City Manager Charles Weir and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Excuse Absent Members:

747902:

Motion by Rick Moreno, seconded by Natalie Loop **to excuse absent members from the meeting.** CARRIED 5-0 by roll call

Approval of Minutes of June 20, 2023:

747903:

Motion by Rick Moreno, seconded by Natalie Loop **to approve minutes of June 20, 2023 and place on file.** CARRIED 5-0 by roll call

PUBLIC COMMENT:

No Comments received

NEW BUSINESS:**Approve: Reappointments to the Planning Commission:**

Brad VandeZande and Jack Donaldson's current 3-year appointments to the Planning Commission will expire this month and both have expressed the desire to be re-appointed.

They both meet the requirements to be reappointed to the Planning Commission.

747904:

Motion by Daniel Schudel, seconded by Rick Moreno **Reappoint Brad VandeZande and Jack Donaldson to the Planning Commission for 3-year terms expiring in July 2026.** CARRIED 5-0 by roll call

Approve: 5 Year Service Award – Joshua Mattek:

Per the City of Hudson Employee Handbook, employees are to receive a Certificate of Appreciation Service Award for five years of service in the City of Hudson.

On behalf of the citizens of Hudson, the Hudson City Council extends its appreciation for Joshua Mattek for five (5) years of dedicated service in the City of Hudson from March 5, 2018 to March 5, 2023.

747905:

Motion by Sherry Kirkland, seconded by Natalie Loop **Present the 5-year Certificate of Appreciation to Joshua Mattek.** CARRIED 5-0 by roll call

Approve: 5 Year Service Award – Shawn Sandy:

Per the City of Hudson Employee Handbook, employees are to receive a Certificate of Appreciation Service Award for five years of service in the City of Hudson.

On behalf of the citizens of Hudson, the Hudson City Council extends its appreciation for Shawn Sandy for five (5) years of dedicated service in the City of Hudson from July 1, 2018 to July 1, 2023.

747906:

Motion by Daniel Schudel seconded by Sherry Kirkland **Present the 5-year Certificate of Appreciation to Shawn Sandy.** CARRIED 5-0 by roll call

Approve: 5 Year Service Award – Kris Eschedor:

Per the City of Hudson Employee Handbook, employees are to receive a Certificate of Appreciation Service Award for five years of service in the City of Hudson.

On behalf of the citizens of Hudson, the Hudson City Council extends its appreciation for Kris Eschedor for five (5) years of dedicated service in the City of Hudson from July 1, 2018 to July 1, 2023.

747907:

Motion by Daniel Schudel, seconded by Rick Moreno **Present the 5-year Certificate of Appreciation to Kris Eschedor.** CARRIED 5-0 by roll call

Approve: Purchase of Fire Reporting Software:

The State of Michigan Office of the Fire Marshal and the US Fire Administration under FEMA require that all Fire Departments submit Fire Incident Reports to the National Fire Incident Reporting System (NFIRS) and that all reporting software is NFIRS compliant. Our current reporting system Fire House Reporting has been in use since 1997 had cost \$795.00 per year was sunseted by its parent company ESO in 2022 and no longer provides Updates or Support for the programs software. Chief Tanner has been researching and evaluating Fire Reporting Software to replace Fire House since 2021 when we were notified of the impending shut down of the software. Chief Tanner sent out request for demos of approximately 9 potential replacements and then spent several months working with vendors and using the products in demonstration mode. After trying the products out and comparing and evaluating options, ease of use, ability to function and generate training, payroll, incident reporting, vehicle maintenance and inventory and assigning of equipment similar to the old software and then pricing we have received multiple pricing quotes:

ESO = \$5,720.00 1st year, \$4,175.00 yearly after.

EPR Fireworks = \$4,738.00 1st year, \$2,748.00 yearly after.

Fire Programs = \$3,627.00 1st year, \$2,722.00 yearly after.

Fire Central = \$3,815.00 1st year, \$1,805 yearly after.

Emergency Solutions Response Master = \$2,254.00 1st year, \$2,004.00 yearly after.

Response Rack = \$720.00 each year plus any special programming needed.

747908:

Motion by Daniel Schudel, seconded by Sherry Kirkland **Authorize the purchase of NFIRS reporting software from Response Master for \$2,254.00.** CARRIED 5-0 by roll call

Approve: Exmark Mower Replacement:

We have in the budget to replace 1 of the Exmark 72- inch mowers. We purchased 2 mowers in July of 2018. Both mowers have approximately 1000 working hours and in talking with Buehrer Power equipment the trade in value is \$14,793.00. The purchase price of a new 72" Exmark mower is \$30,080.00 exmark offers a municipal discount and our cost is \$21,679.00 with an initial savings of \$8,401.00. With the trade and the new mower cost the difference is \$6,886.00. It has been budgeted and approved for replacement and the money would come out of the equipment replacement fund. Just a note, the mowers have been very reliable, and we can still use the same belts blades and filters for the new mowers which is a savings of having the replacement parts and maintenance parts already in stock.

747909:

Motion by Daniel Schudel, seconded by Rick Moreno **Approve the purchase of an Exmark 72" mower for the amount of \$6,886.00 after the trade in of the existing Exmark. The funds would come out of the Equipment Replacement Fund.** CARRIED 5-0 by roll call

School Resource Officer:

Hudson Schools requests a School Resource Officer (SRO) for the upcoming 2023/2024 school year. Hudson School applied for a 3 year grant and received funds to cover 50% of the costs to employ a SRO with the remainder 50% to be paid by Hudson Schools. Hudson Schools could pay 100% of the agreed costs to the City of Hudson for the 180 day school year for the next 3 years. The grant requires the SRO to be a Michigan certified police officer and Hudson Schools is looking to the City of Hudson to fill this position within the Hudson Police Department. School starts August 28, 2023.

The Hudson Police Department has a great working relationship with Hudson Schools. The School Resource Officer would be a great asset to Hudson Schools, the Hudson Police Department, and the entire community.

Chief Keck has been in contact with Hudson Schools Superintendent Dr Osborn and Chief Keck is seeking the council's approval to continue discussions so he may bring a proposal to the Council for review and approval.

747910:

Motion by Daniel Schudel, seconded by Rick Moreno **Approve the Chief of Police to continue discussions with Hudson Schools regarding their request for a fulltime School Resource Officer.** CARRIED 5-0 by roll call

Approve: Axon Body Cameras:

Axon provides recording devices and software tailored specially for law enforcement. Axon provides training, cloud-based storage, record retention software, video redaction software, and can store non- Axon video/documents to their cloud. Videos/documents can be securely shared through their software over the internet with department authorized receivers.

HPD currently has 2 remaining body cams with minimal recording time due to the non-replaceable battery. We do not have cloud-based storage, record retention ability, video redaction software and videos must be transported to the Lenawee County Prosecutor's office for each case. Our current cameras were good; however they were only cameras and required a lot of human hours to search, copy, delete and physically deliver evidence. The current cameras are well past the recommended life span and are not replaceable with the same units.

Axon will provide HPD with new and warrantied cameras through their TAP program over the next 5 years. Their software will auto-upload videos when the officer enters the PD and allow them to review video prior to submitting a police report. Ason cloud-based software will set retention limits, trac activities for evidence, and allow videos to be shared with the Lenawee County Prosecutor's office. Ason will save time for both the officer and even more so for supervisors by keeping HPD staff in the city limits instead of Adrian. Ason is already being used by the Lenawee County Prosecutor's office Lenawee County Sheriff Department, Adrian City PD and Morenci PD. Axon can be accessed remotely and through our laptops in our patrol cars.

Axon will improve the Hudson Police Department's ability to serve the community. Their software will save time for officers and supervisors. The cloud-based storage/software allows a secure means to save, organize, review, and track videos/documents and provide a fast and secure way to share them with the Prosecutor's office in Adrian. The record retention software will eliminate the need to manually update videos to stay compliant with policy. Currently HPD does not have any redaction software which should be purchased.

Funds are currently available in Equipment Repair/Replace with a fresh balance of \$5,000.00 or through, Rental and Training & Equipment \$3,000.00.

747911:

Motion by Natalie Loop, seconded by Sherry Kirkland **approve the purchase agreement with Axon regarding body cameras estimated at \$3,719.00 per year with 5 year agreement.**

CARRIED 5-0 by roll call

Approve: Fiscal Year 2023-2024 Budget Amendments for Major and Local Streets:

When the Council adopted the 2023-2024 budget it was discovered that the Major and Local Streets items for reconstruction and maintenance were not adequate for the street reconstruction projects (Gregory, Cross, and North Streets) planned for this budget year.

Mr Weir provided the cash summary fund sheet which shows the current cash balances in the Major and Local Street Funds. Major Streets \$222,498.31 & Local Streets \$118,579.89.

Currently in the budget:

Major Streets has \$0 in Street Restoration. \$0 in Preventative Maintenance.

Local Streets has \$55,600.00 in Street Restoration. \$15,000.00 in Preventative Maintenance.

In Major Streets we are proposing putting \$80,000.00 into Street Restoration and \$20,000.00 into the Preventative Maintenance budget lines.

In Local Street we are proposing putting an additional \$25,000 into Street Restoration budget line.

These amendments will cover the Local and Major Street projects and maintenance costs for this fiscal year.

747912:

Motion by Natalie Loop, seconded by Daniel Schudel **Approve the Fiscal Year 2023-2024 budget amendment in Major Street (Restoration) to \$80,000.00 and Preventative Maintenance to \$20,000.00. Approve the Fiscal Year budget amendment in Local Street (Restoration) to add an additional \$25,000.00.** CARRIED 5-0 by roll call

Approve: Ball Field Agreements:

At the Recreation Advisory Board on July 10, 2023, the members approved the ball field agreement and forward to Council for your approval.

747913:

Motion by Daniel Schudel, seconded by Sherry Kirkland **Approve the Ball Field Agreement and have agreements signed with all the sports starting this fall 2023.** CARRIED 5-0 by roll call

Discuss: Hudson's Park Rules and Regulations:

At the Recreation Advisory Board on July 10, 2023, the board members motioned to approved the Rules and Regulations then forwarded to Council for their approval.

This ordinance was brought to the attention to the City Staff back in 2018 that the City needed to have an official Rules and Regulations on all the City Parks.

If Council approves to add this ordinance, we would have the first reading at the next Council meeting.

Adding No Camping unless a permit is issued by the City of Hudson and change the violation from a misdemeanor to a municipal civil infraction.

Approve: Hudson Civic Promotion Opportunity:

The Jellison Group is a media company that is producing a documentary on the US-127 Yard Sales, and they are offering the opportunity for the City of Hudson to have a featured spot in the filmed documentary. The main objective of the documentary is to capture the culture, communities, interviews, architecture, scenery, and anything else that showcases US-127 and the yard sale.

The cost for the exclusive one-minute recording of the city highlights is \$2,500.00. Mr Weir provided the proposal from the Jellison Group that gives more details about the project. The one-minutes video will be owned by the City of Hudson to be used for other promotional activities the city sees fit.

The city has \$7,000.00 budgeted for Civic Promotion to cover the cost.

747914:

Motion by Sherry Kirkland, seconded by Rick Moreno **to Table the video from Jellison Group to produce a documentary of the US-127 Yard Sales and the One Minute video showcasing the City of Hudson.** CARRIED 5-0 by roll call

Approve: Overhead Door Warm Storage Building:

We have sought three bids for a new overhead door for the warm storage building to accommodate the storing of the hydrovac truck, especially over the winter months. We received two bids and the third bidder (Irish Hills Overhead) advised they would not be able to do the work.

Nofziger Doors: \$13,500.00

Overhead Inc.: \$15,290.00

The bids are for the door and materials and the installation. The door opening would be altered by DPW staff to accommodate the new door. The electrical service for the new door is already in place.

There is currently \$7,500.00 in the DPW Building Maintenance line. We have a balance of \$111,868.68 in the 2021 Capital Improvement Bond Fund. We can pull \$3,000.00 - \$5,000.00 from the building maintenance line and the balance from the capital improvement bond fund to cover the balance and still have sufficient funds to complete the in-progress sewer lift station upgrades.

747915:

Motion by Daniel Schudel, seconded by Sherry Kirkland Approve the purchase and installation of a new overhead door for the city warm storage building from Nofziger Doors in the amount of \$13,500.00 with funds from the DPW building maintenance and 2021 capital improvement bond budget line items. CARRIED 5-0 by roll call

UNFINISHED BUSINESS:

Bills:

Bills to Council
July 18, 2023

Bills to be Approve

MML	\$2,317.00	Legal Defense Fund
Total	\$2,317.00	

Bills to be Confirmed

Consumers	\$3,165.78	WWTP
Consumers	\$2,179.96	Water Plant
ETNA	\$1,295.00	DPW Supplies
Renius & Renius	\$1,512.50	Monthly Assessing Fee
Haviland	\$2,052.80	Ferric Chloride
CR Motor Sales	\$1,760.05	HPD Dodge Charger
MI State Industries	\$1,858.25	Street Signs
HBC Lawn Service	\$2,600.00	Cemetery Contract 3 rd pymt

HBC Lawn Service	\$2,600.00	Cemetery Contract 4 th pymt
Jones & Henry	\$11,564.04	DWAM Implementation
Lenawee County Treasurer	\$9,017.21	Assessment Removed from XH0-901-3595-00
City of Hudson	\$6,490.49	Property Tax on City Owned Parcels
D & P Communications	\$1,125.45	Phone & Internet for City Buildings
Stevens	\$10,597.00	Monthly Refuse
Total	\$57,818.53	

747916:

Motion by Rick Moreno, seconded by Sherry Kirkland **to approve to pay the bills.** CARRIED 5-0 by roll call

Account Balances and Check Register:

Account Balances:

General Fund	\$214,786.05
Cemetery Trust Fund	\$ 2,262.45
Major Street Fund	\$222,498.31
Local Street Fund	\$ 99,508.37
Fire Department Fund	\$118,579.89
Recreation Fund	\$ 2,903.87
Cemetery Foundation	\$ 27,869.58
Ambulance	\$118,271.14
Community Center	\$ 24,535.04
Thompson Museum Fund	\$ 57,867.35
Library Fund	\$ 0.00
Thompson Library Fund	\$ 0.00
Museum Fund	\$ 39,789.50
Downtown Development	\$ 43,170.76
Industrial Park Fund	\$ 18,450.35
L D F A	\$ 0.00
2021 Capital Improvement Bond Fund	\$111,800.68
Sidewalk Fund	\$ 16,173.70
Utilities Fund	\$279,249.92
Motor Veh and Equip Fund	\$108,709.97

Property Tax Collection	\$ 93,801.70
Income Tax Fund	\$151,491.45
Payroll Fund	\$ 9,039.04

747917:

Motion by Rick Moreno, seconded by Natalie Loop **to accept the account balances and check register and place on file.** CARRIED 5-0 by roll call

Department Head Reports:**747918:**

Motion by Rick Moreno, seconded by Sherry Kirkland **to accept the department head reports and place on file.** CARRIED 5-0 by roll call

CITY MANAGER'S REPORT:

- DMK Development has entered into the second extension of the inspection period per the purchase agreement for the property for the future TSC project. The purchase is moving forward, and some title search questions are being addressed. Mr Weir was advised construction is anticipated to occur in the spring of 2024.
- The Circuit Court action regarding the vacating of the streets in the old M & S location is completed. This case started in 2018. It is my understanding that this should have been done several years prior to 2018.
- We will be starting the Fiscal Years 2022-2023 audit with Brent D. Shea the week of August 21, 2023. Treasurer Megan Thompson has done an outstanding job of organizing and preparing for the audit.
- Wastewater Superintendent Ted Hutchison and Mr. Weir has completed three applicant interviews for the new Wastewater Treatment employee position. We received only three applications. We expect to select one of the three soon.
- Fire Chief Tanner and Mr Weir has submitted a Fire Equipment grant application to the State of Michigan. Chief Tanner is requesting \$30,000.00, the maximum amount HFD can apply for per the grant requirements. If awarded, the funds will be used to replace old turnout gear for the firefighters.
- The Hudson Area Schools has received a grant to fund a full-time officer position for a school resource officer. Chief Keck has been working on ways to try and make it happen. The SRO would work at the school full-time when school is in session and then full-time with HPD during the summer. If this position is filled, it still does not solve the personnel shortage at the PD.
- We will be scheduling the interior tank cleaning at the Industrial Park tower and the repair to the leaking pipe inside that was discovered during a tank inspection.
- The DWAM grant potholing is completed. We are working with Jones and Henry Engineering on putting the information into the city's GIS software and updating the City's Water Distribution Asset Management Plan.

COUNCIL COMMENTS:

ADJOURNMENT:

747919:

Motion by Rick Moreno, seconded by Natalie Loop to **adjourn the meeting at 8:14 pm**

APPROVED: _____
Carmel Camp, Mayor

ATTEST: _____
Jeaniene McClellan, City Clerk