

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
April 19, 2022**

747552:

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

ROLL CALL: PRESENT: Carmel Camp, Lee Daugherty, Pam Ely, Natalie Loop, Rick Moreno, and Carl Sword

ABSENT: Lee Ann Minton

ALSO PRESENT: Richard & Carolyn Halliwill, Jack Ely, Joann Simmons, Daniel Schudel, John Irvine, Bradon Hudson, Megan Thompson, Barb Ireland – Hudson Post Gazette, DPW Superintendent Jay Best & Candi Best, City Manager Charles Weir, and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Excuse Absent Members:

747553:

Motion by Carl Sword, seconded by Rick Moreno **to approve Councilmember Lee Ann Minton from the meeting.** CARRIED 6-0 by roll call

Approval of Minutes of April 5, 2022:

747554:

Motion by Carl Sword, seconded by Pam Ely **to approve the minutes from April 5, 2022 and place on file.** CARRIED 6-0 by roll call

PUBLIC COMMENT:

Barb Ireland – Tiffin Street – Asked the members to speak up for everyone can hear what is being said.

John Irvine – Lincoln Street – Wanted to know when the water bond was coming off the utility bill. Why wasn't Modern Waste picking up all the spring clean up like they used to years ago. The sewer cap on McClellan Street is not seated well and someone will get hurt if it isn't fixed. Also when will Jefferson Street be fixed where the cone has been sitting for a month now.

NEW BUSINESS:**Appoint Brian Comiskey to the DDA:**

Brian Comiskey has requested to be appointed to 3-year term on the Downtown Development Authority that expires in October 2025.

He meets all the requirements to be appointed to the Downtown Development Authority.

747555:

Motion by Natalie Loop, seconded by Carl Sword **appoint Brian Comiskey to the Downtown Development Authority to 3-year term expiring in October 2025.** CARRIED 6-0 by roll call vote.

Approve: Board of Review Compensation:

Per Section 9.6 the Council shall fix the compensation of the members of the Board of Review.

The Board meets once in July, once in December, early March and two days the last week in March.

The staff remembers the board would be paid \$50 per meeting. Before the Renius's became our Assessor the Board would have met three days in the last week of March. The total amount per member was \$300 for the year. But in the past several years, it has been \$50 in July, \$50 in December and \$300 in March. Since we have conflicting accounts on what is suppose to be paid, the staff is asking Council for clarification.

Council members asked for City Manager to bring back to them after he gets other cities Board of Review Compensations. No Vote taken.

Approve: Street Repairs for Water Main Breaks:

There are streets and parking lots that need repair due to water main breaks. The repair locations are on Wilcox Street, M34 & Munson Highway, Hudson Community Center parking lot, and Dr. Schmidt's parking lot on Cross Street.

DPW Superintendent Jay Best has obtain three bids from three asphalt contractors to repair these locations.

Belson Asphalt	\$14,923.00 (\$6,413.00) without Wilcox St Patch
K & B Asphalt Sealcoating Inc.	\$14,140.00 (5,740.00) without Wilcox St Patch
RDK'S Asphalt & Sealcoating	\$19,100 (8,700.00) without Wilcox St Patch

747556:

Motion by Carl Sword, seconded by Pam Ely **approve K & B Asphalt Sealcoating Inc. to do the street repairs in the amount of \$14,140.00 and this will come out of the Local and Major Street funds.** CARRIED 6-0 by roll call vote.

Confirm: Appointment of City Treasurer:

Due to Treasurer Brandon Hudson and Deputy Treasurer Mike Sessions moving on with advancements in their careers, the city will need to hire a new Treasurer.

City Manager Charles Weir received an application and resume from Megan Thompson of Morenci. Megan's application and resume indicate that she is qualified for the position and has experience in municipal government and finances. Megan is currently the Treasurer and Deputy Clerk with the City of Morenci.

Mr Weir had two interviews with Megan, conducted a background check, and spoke with references she has identified and have concluded that Megan would be a good fit with the City of Hudson. He offered the position to Megan, and she has accepted. Once Council confirms the appointment, Megan will start with the City on May 2, 2022.

747557:

Motion by Natalie Loop, seconded by Rick Moreno **Confirm the appointment of Megan Thompson as City Treasurer.** CARRIED 6-0 by roll call vote.

Review and discuss the Draft Fiscal Year 2022-2023 budget:

The initial draft budget for the upcoming 2022-23 fiscal year has been provided with the Council packet.

City Staff will discuss the proposed budget with Council at the April 19th Council meeting. We expect to provide a final budget at the May 17th Council meeting, with the public hearing and budget adoption proposed for May 17th.

Approve: Set Public Hearing Date for the 2022-2023 Fiscal Year Budget:

The City needs to set a Public Hearing date for the adoption of the FY 2022/23 City Budget and the Truth In Taxation setting of the City Millage rate.

Mr Weir has recommended to set the Public Hearing for Tuesday May 17, 2022

747558:

Motion by Carl Sword, seconded by Rick Moreno **set the Public Hearing for adoption of the FY 2022/23 City Budget and the Truth in Taxation setting of the City Millage rate for Tuesday, May 17, 2022.** CARRIED 6-0 by roll call vote.

UNFINISHED BUSINESS:**Bills:****Bills to Council
April 19, 2022****Bills to be Approved**

Metal Methods Manufacturing	\$11,000.00	2 Custom Stainless Steel Cabinet for the Lift Stations
Jones & Henry Engineers LTD	\$2,747.04	DWAM Grant Implementation Service through February 28, 2022
Lenawee County Treasurer	\$1,150.50	January - March 2022 ordinance fines
Total	\$14,897.54	

Bills to be Confirmed

Briner Oil Company	\$1,069.72	125 gallons of diesel @ \$3.76 188.0 gallons of gas @ \$3.19
Consumers Energy	\$1,659.77	April 2022 statement Street Lights
Consumers Energy	\$1,508.23	April 2022 statement LED Lights
Consumers Energy	\$2,553.40	April 2022 statement WTP
Consumers Energy	\$3,195.99	April 2022 statement WWTP
Adadtec	\$1,154.50	Ambulance - Software for Scheduling April - October 2022
Total	\$11,141.61	

747559:

Motion by Carl Sword, seconded by Natalie Loop **to pay the bills.** CARRIED 6-0 by roll call vote

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

General Fund	\$107,418.67
Cemetery Trust Fund	\$ 2,262.45
Major Street Fund	\$115,842.51
Local Street Fund	\$ 96,500.27
Fire Department Fund	\$ 32,840.98
Recreation Fund	\$ 6,018.40
Cemetery Foundation	\$ 26,689.56
Ambulance	\$ 64,417.07

Community Center	\$ 22,891.73
Thompson Museum Fund	\$ 57,662.33
Library Fund	\$ (65.43)
Thompson Library Fund	\$ 0.00
Museum Fund	\$ 41,658.36
Downtown Development	\$ 9,899.58
Industrial Park Fund	\$ 14,145.01
L D F A	\$ 0.00
2021 Capital Improvement Bond Fund	\$225,467.56
Sidewalk Fund	\$ 2,565.98
Utilities Fund	\$ 27,903.49
Motor Veh and Equip Fund	\$211,473.64
Property Tax Collection	\$ 0.00
Income Tax Fund	\$ 68,476.79
Payroll Fund	\$ 21,348.04

747560:

Motion by Rick Moreno, seconded by Carl Sword **to accept the Account Balances & Check Register and place on file.** CARRIED 6-0 by roll call vote

Revenue Expenditure Report:**747561:**

Motion by Carl Sword, seconded by Rick Moreno **to accept the Revenue Expenditure Report and place on file.** CARRIED 6-0 by roll call vote

Department Head Reports:**747562:**

Motion by Carl Sword, seconded by Rick Moreno **to accept the Department Head Reports and place on file.** CARRIED 6-0 by roll call vote

MANAGER'S REPORT:

- Mr. Weir received and application and resume from Megan Thompson of Morenci. After two interviews and a background check, he believes Megan would be a good fit for the City of Hudson. He has offered the Treasurer's position to Megan, and she has accepted. Megan is currently the City Treasurer in Morenci and is the Deputy Clerk as well. Megan is also a member of the Michigan Municipal Treasurers Association. Megan will be at the Council meeting to introduce herself to Council and the public.
- Chief Keck has hired a new full-time officer, Dustin Reckner. Dustin was a lieutenant at the Lenawee County Sheriff Department. Officer Shawn Sandy has been promoted to the rank of Sergeant.
- The State Treasury has approved the City's Deficit Elimination Plan going forward.

- Mr Weir received an RFP through the MEDC of a business looking for a location to expand their business. The criterion in the RFP is a potential good fit for the City's Industrial Park. There is a potential for up to 40 technical jobs with this opportunity. He asked the MEDC to submit the RFP on the City's behalf.

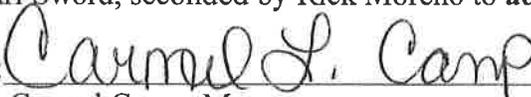
COUNCIL COMMENTS:

ADJOURNMENT:

747563:

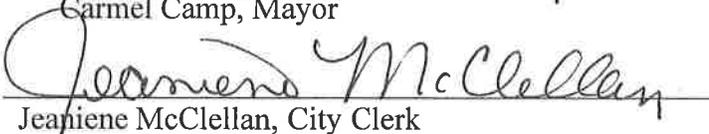
Motion by Carl Sword, seconded by Rick Moreno to **adjourn the meeting at 7:59 pm**

APPROVED:

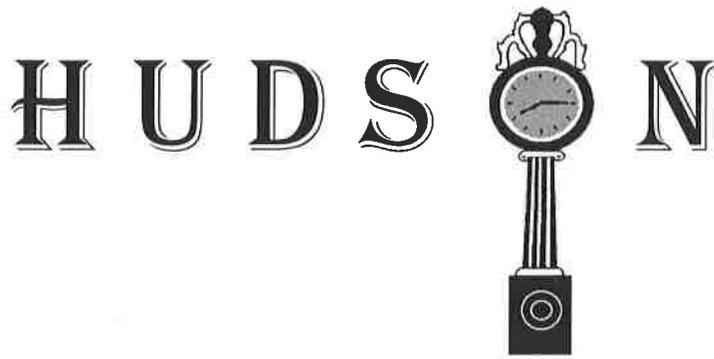


Carmel Camp, Mayor

ATTEST:



Jeaniene McClellan, City Clerk



AGENDA ITEM
REVIEW FORM

ITEM: RESOLUTION: Fiscal Year 2022-2023 Budget	SUBMITTED BY: Charles Weir
ACTION REQUESTED: Approve the Resolution to adopt the 2022-2023 Budget	DEPARTMENT: City Office DATE: May 17, 2022
SUMMARY: The Resolution to adopt the Fiscal Year 2022-2023 Budget outlines the fact that the operational millage levy for the City of Hudson will remain at 10.6419 mills (\$10.6419 per \$1,000 Taxable Value) to a total levy for the 2022-2023 fiscal year of 10.6419 mills (\$10.6419 per \$1,000 Taxable Value). It further outlines that 1.0000 additional mill (\$1.00 per \$1,000 Taxable Value) be assessed for Advanced Life Support.	
RECOMMENDATION: Approve the Resolution to adopt the 2022-2023 Fiscal Year budget.	
SIGNATURE: 	TITLE: City Manager

RESOLUTION

WHEREAS, the Hudson City Charter provides that the Hudson City Council shall adopt a budget for the next fiscal year of the City and shall provide for a levy of the amount necessary to be raised by taxes upon real and personal property for municipal purposes, and

WHEREAS, Public Act No. 5, 1992 of the Public Acts of Michigan provides that the City Council must vote separately on that portion of the millage levy that represents an increase over the rolled back operational millage for the City, and

WHEREAS, the City Council held a Public Hearing on the operational millage on May 17, 2022, as required by Act 5 of 1982;

NOW, THEREFORE, BE IT RESOLVED that the proposed 2022 – 2023 fiscal year budget be adopted, and

BE IT FURTHER RESOLVED that the operational millage levy for the City of Hudson will remain at 10.6419 mills (\$10.64 per \$1,000 Taxable Value) to a total levy for the 2022 – 2023 fiscal year of 10.6419 mills (\$10.64 per \$1,000 Taxable Value), and

BE IT FURTHER RESOLVED that 1.0000 additional mill (\$1.00 per \$1,000 Taxable Value) be assessed for Advanced Life Support.

Motion by _____ supported by _____, and approved by a _____ roll call vote.

AYES:

ABSENT:

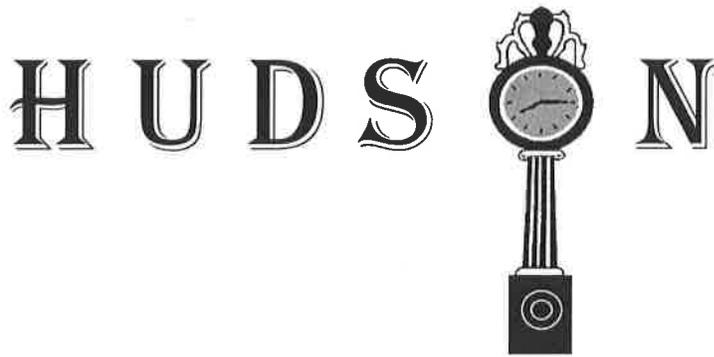
NAYS:

APPROVED: DATE: _____

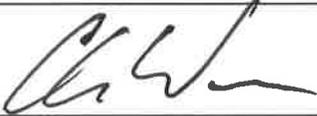
I, Jeaniene McClellan, Clerk of the City of Hudson, do hereby certify the above is an exact copy of the resolution as it appears in the official minutes of the City of Hudson Council meeting held May 17, 2022 and is on file in my office located at 121 N. Church Street, Hudson, Michigan.

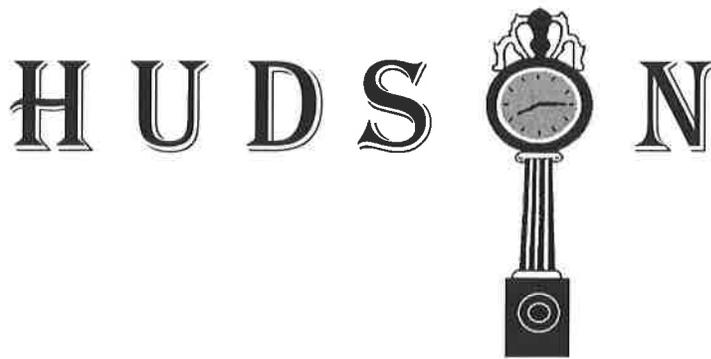
IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of Hudson on this 17th day of May, 2022

Jeaniene McClellan, Clerk
City of Hudson, Michigan



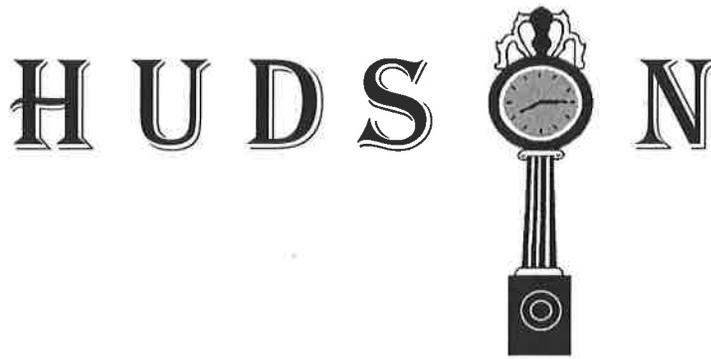
AGENDA ITEM
REVIEW FORM

ITEM: RESOLUTION: Interfund Loans	SUBMITTED BY: Charles Weir
ACTION REQUESTED: Provide the City Manager the authority to make short-term loans between funds to cover temporary expenditures.	DEPARTMENT: City Office DATE: May 17, 2022
SUMMARY: The Interfund Loan Resolution for FY 2022-2023 gives the City Manager the authority to make short-term loans between funds to cover temporary expenditures, based on the fact that adequate revenues will be available during the current fiscal year in said fund to cover the temporary loans.	
RECOMMENDATION: Approve the Interfund Loan Resolution for FY 2022-2023, giving the City Manager the authority to make short-term loans between funds to cover temporary expenditures.	
SIGNATURE: 	TITLE: City Manager



AGENDA ITEM
REVIEW FORM

ITEM: RESOLUTION: Intrafund Loans	SUBMITTED BY: Charles Weir
ACTION REQUESTED: Give the City Manager the authority to transfer up to \$1,000 between appropriations within each fund.	DEPARTMENT: City Office DATE: May 17, 2022
SUMMARY: The Intrafund Loan Resolution for FY 2022-2023 gives the City Manager the authority to transfer up to \$1,000 between appropriations within each fund, subject to confirmation by Council within 30 days of the transaction.	
RECOMMENDATION: Approve the Intrafund Loan Resolution for FY 2022-2023, giving the City Manager the authority to transfer up to \$1,000 between appropriations within each fund, subject to confirmation by Council within 30 days of the transaction.	
SIGNATURE: 	TITLE: City Manager



AGENDA ITEM
REVIEW FORM

ITEM: APPROVE: Building Permit Fee Schedule	SUBMITTED BY: Charles A Weir
ACTION REQUESTED: Approve the Building Permit Fee Schedule	DEPARTMENT: City Office DATE: May 17, 2022
SUMMARY: For several years now the City's auditors have asked us to review the building fee schedules. We had Ray Taylor from Hillsdale County Inspections to match the fees to the other surrounding communities. We have attached the proposed fees along with the new permit applications.	
RECOMMENDATION: Approve the building permit fee schedule for the City of Hudson starting June 1, 2022.	
SIGNATURE: 	TITLE: City Manager

CITY OF HUDSON BUILDING PERMIT FEE SCHEDULE

Administration/Site/Demolition/Pool/Re-roof

Administrative Fee (all permits)	\$ 80.00
Fuel Surcharge Fee (all permits)	\$ 10.00
Site Fee all permits except decks/pools	\$ 50.00
Site Fee decks & pools	\$ 35.00
Site Fee Commercial/Industrial	\$ 150.00
Demolition House	\$ 150.00 (* Total Fee)
Demolition Garage	\$ 100.00 (* Total Fee)
Demolition Mobile Home	\$ 100.00 (* Total Fee)
Pool (above ground)	\$ 75.00 (* Total Fee)
Pool (in ground)	\$ 150.00 (* Total Fee)
Re-roof/Replacement Windows (no size change)	\$ 105.00 (* Total Fee)
Permit Renewals	\$ 65.00

Residential Plan Review

On site frame construction (house)	\$ 50.00
Modular Homes	\$ 30.00
Garage/Pole Buildings	\$ 15.00
Decks/Porches	\$ 15.00
Additions/Misc.	\$ 50.00
Mobile Homes	\$ 15.00
Carports/Pavilions	\$ 15.00

Building Fees Residential Construction Value (per sqft)

(see fee table for this portion fee)

All levels stick frame construction	\$ 120.00
Basement finished areas (habitable)	\$ 75.00
Basement – walkout	\$ 22.00
Basement – standard	\$ 16.00
Crawl/frost foundation	\$ 13.00
Mono-pour slab	\$ 5.00
Enclosed Porch (unheated)	\$ 35.00
Additions (habitable)	\$ 75.00
Garage/Pole Buildings	\$ 25.00
Decks (no roof)	\$ 15.00
Decks (with roof)	\$ 25.00
Carport/roof over mobile/pavilion	\$ 20.00
Misc.	\$ 65.00

Manufactured Homes

Single/Db/ Triple wide less than 10 years old	65% of frame construction
Single/Db/Triple wide over 10 years old	35 % of frame construction

Commercial / Industrial

Commercial/Industrial Building Fee	Per State Fee Schedule
Commercial/Industrial Plan Review Fee	Per State Fee Schedule
Demolition Commercial/Industrial	Per State Fee Schedule

Building Code Fee Schedule

<u>Constr. Value</u>	<u>Base Fee</u>	<u>Constr. Value</u>	<u>Base Fee</u>
1000	\$ 60.00	95001 - 100000	405.00
2000	65.00	100001 - 105000	420.00
3000	75.00	105001 - 110000	430.00
4000	85.00	110001 - 115000	440.00
5000	95.00	115001 - 120000	445.00
6000	105.00	120001 - 125000	455.00
7000	115.00	125001 - 130000	465.00
7001 - 8500	125.00	130001 - 135000	475.00
8501 - 10000	135.00	135001 - 140000	485.00
10001 - 15000	150.00	140001 - 145000	500.00
15001 - 20000	160.00	145001 - 150000	515.00
20001 - 25000	175.00	150001 - 160000	530.00
25001 - 30000	190.00	160001 - 170000	550.00
30001 - 35000	205.00	170001 - 180000	565.00
35001 - 40000	220.00	180001 - 190000	580.00
40001 - 45000	235.00	190001 - 200000	600.00
45001 - 50000	250.00		
50001 - 55000	265.00	200001 - 500000	620.00
55001 - 60000	280.00		+\$ 2.25 per 1000 over
60001 - 65000	295.00		200,001
65001 - 70000	315.00		
70001 - 75000	325.00	500001 - ***	1250.00
75001 - 80000	340.00		+\$3.50 per 1000 over
80001 - 85000	360.00		500001
85001 - 90000	375.00		
90001 - 95000	390.00		

BUREAU OF CONSTRUCTION CODES
PERMIT AND INSPECTION FEE SCHEDULE

ESTABLISHED UNDER THE STILLE-DEROSSETT-HALE STATE CONSTRUCTION
CODE ACT, 1972 PA 230, MCL 125.1501 ET SEQ.

BUILDING PERMIT FEE SCHEDULE

The total cost of improvement is based on the Bureau of Construction Codes Square Foot Construction Cost Table. Plan review fees for use groups R-3 and R-4 only are included in this computation. Premanufactured unit fees are based upon 50% of the normal on-site construction permit fee. The first \$100.00 of an application fee is non-refundable.

to \$1,000 (includes one inspection only)	\$75.00
\$1,000 to \$10,000	75.00 plus \$10 per \$1,000 over \$1,000
\$10,001 to \$100,000	\$165.00 plus \$3 per \$1,000 over \$10,000
\$100,000 to \$500,000	\$435.00 plus \$2 per \$1,000 over \$100,000
\$500,000 plus	\$1,235.00 plus \$3 per \$1,000 over \$500,000
All work not involving a square foot computation:	
Plan review and administration base fee	\$100.00
plus \$100.00 for each inspection	
Additional inspection	\$100.00
Special inspection (pertaining to sale of building)	\$100.00
Demolition:	
Plan review and administration base fee	\$100.00
plus \$0.07 per square foot on demolition	
Certificate of Occupancy	\$50.00
(Required for all building permits except demolition permits)	

Approved by Construction Code Commission - February 13, 2013
Established by Director, Department of Licensing and Regulatory Affairs - February 26, 2013
Effective Date - April 1, 2013

BUREAU OF CONSTRUCTION CODES
PERMIT AND INSPECTION FEE SCHEDULE

ESTABLISHED UNDER THE STILLE-DEROSSETT-HALE STATE CONSTRUCTION
CODE ACT, 1972 PA 230, MCL 125.1501 ET SEQ.

PLAN REVIEW FEE SCHEDULE

BUILDING CODE REVIEW FEE

BUILDING VALUATION*

FEE

\$0-\$500,0000.0013 of building valuation but not less than \$125.00

Over \$500,000 \$650.00 plus 0.0003 of building valuation over \$500,000

*Based on Bureau of Construction Codes square foot construction cost table. (See Attached)

The first \$125.00 of an application is non-refundable.

Mechanical, Plumbing, Electrical (each code) 25% of Building Code Review Fee

Barrier Free Design, Energy (if separate reviews) 25% of Building Code Review Fee

Review of Alterations, Remodeling &
Submissions Where NO SQUARE FOOTAGE

CALCULATIONS are available \$125.00 Per Hour - 1 Hour Minimum

Consulting Services \$125.00 Per Hour - 1 Hour Minimum

NOTE: Plan review services for permits issued by the Bureau of Construction Codes will be
assessed at 30% of the building permit fee.

Approved by Construction Code Commission - February 13, 2013
Established by Director, Department of Licensing and Regulatory Affairs - February 26, 2013
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BUREAU OF CONSTRUCTION CODES SQUARE FOOT CONSTRUCTION COST TABLE

To be used with the Bureau of Construction Codes & Fire Safety - Building Permit & Plan Review Fee Schedules, for computation of the "Total Cost of Improvement". The table below outlines the base cost per square foot for any given Use Group/Type of Construction combination. Unfinished basements must be computed separately at 20% of table cost, foundation work at 5/per sq. ft.. These figures are not intended to reflect actual cost of construction, but are only used as a basis for determination of fees related to services rendered for projects.

USE GROUP	(2009 Michigan Building Code)	TYPE OF CONSTRUCTION								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters, with or without stage	176.44	169.93	165.20	157.56	146.98	142.20	151.76	132.98	127.07
A-2	Assembly, nightclubs, restaurants, bars, banquet halls	151.03	146.72	141.70	136.83	127.57	124.97	131.74	115.44	113.02
A-3	Assembly, religious worship buildings, general, community halls, libraries, museums	178.16	171.65	166.92	159.28	148.82	144.24	153.47	134.83	128.91
A-4	Assembly, arenas	175.54	169.03	163.40	156.66	145.18	141.50	150.86	131.18	126.17
A-5	Assembly, bleachers, grandstands, stadiums	156.59	150.08	144.45	137.72	125.75	122.53	131.91	112.21	107.20
B	Business	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34
E	Educational	163.53	157.90	153.20	146.21	136.19	128.91	141.11	118.49	114.47
F-1	Factory and industrial, moderate hazard	92.97	88.61	83.30	80.08	71.35	68.29	76.52	58.88	55.23
F-2	Factory and industrial, low hazard	92.07	87.71	83.30	79.18	71.35	67.39	75.62	58.88	54.33
H-1	High Hazard, explosives	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	N.P.
H234	High Hazard	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	49.55
H-3	HPM	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34
I-1	Institutional, supervised environment	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
I-2	Institutional, hospitals, nursing homes	263.67	257.99	252.91	245.84	232.14	N.P.	240.17	217.03	N.P.
I-3	Institutional, restrained	176.87	171.19	166.11	159.04	147.61	142.08	153.37	132.50	125.48
I-4	Institutional, day care facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
M	Mercantile	113.22	108.91	103.89	99.02	90.41	87.80	93.93	78.28	75.86
R-1	Residential, hotels and motels	155.54	150.13	145.97	139.70	128.56	125.20	136.34	115.49	111.44
R-2	Residential, multiple family including dormitories, convents, monasteries	130.40	124.99	120.83	114.56	104.04	100.68	111.82	90.97	86.92
R-3	Residential, one- and two-family	122.74	119.39	116.36	113.47	108.94	106.23	109.87	101.79	95.34
R-4	Residential, care/assisted living facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
S-1	Storage, moderate hazard	86.21	81.85	76.54	73.32	64.77	61.71	69.76	52.30	48.65
S-2	Storage, low hazard	85.31	80.95	76.54	72.42	64.77	60.81	68.86	52.30	47.75
U	Utility, miscellaneous	64.61	61.02	57.11	53.93	48.40	45.26	51.34	37.85	35.85

Approved by Construction Code Commission – February 13, 2013
Established by Director, Department of Licensing & Regulatory Affairs – February 26, 2013
Effective Date – April 1, 2013

MECHANICAL PERMIT APPLICATION

City of Hudson

121 N. Church St.
Hudson, MI 49247
(517) 448-8983

AUTHORITY: ACT 230, PA 1972, as Amended
COMPLETION: Installation Shall Not Be
Started Until Application is Filed
PENALTY: Written Order to Stop Construction

Date of Application

Permit Number
PM

I. JOB LOCATION

Name of Owner/Agent	Has a building permit been obtained for this project? (circle one)		
	Yes	No	Not required
Street Address & Job Location (Street No. and Name)	City/Village	Township	County

II. CONTRACTOR/HOMEOWNER INFORMATION

You are? (circle one) Contractor Homeowner	State Contractor License Number	Expiration Date
Name		
Street Address (Street No. and Name)	Telephone Number	
City	State	Zip Code
Workers Compensation Insurance Carrier (or reason for exemption)	Federal Employer ID Number (or reason for exemption)	
	MESC Employer Number (or reason for exemption)	

III. TYPE OF JOB

(circle one)

1. New 2. Remodel 3. Special Inspection
4. Mobile Home Setup 5. Modular Home Setup 6. other

IV. PLAN REVIEW REQUIRED (check one) see sections VII. & X.

<input type="checkbox"/>	A. Plans not required
<input type="checkbox"/>	B. Plans required and submitted
<input type="checkbox"/>	C. Plans required but not yet submitted

V. APPLICATION SIGNATURE

Section 23a of the state construction code act of 1972, Act No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

VI. HOMEOWNER AFFIDAVIT

I hereby certify the mechanical work described on this permit application shall be installed by myself in my home in which I am living or about to occupy. All work shall be installed in accordance with the State Mechanical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the City Mechanical Inspector. I will cooperate with the City Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

VII. PLAN REVIEW REQUIREMENTS

Plans are not required for the following:

1. One or two family dwelling containing not more than 3500 square feet of building area.
2. Alterations and repair work determined by the mechanical official to be of a minor nature.
3. Work completed by a governmental subdivision or state agency costing less than \$ 15,000.00
If work being performed is described above, answer A to section IV, Plans not required

Plans are required for all other types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's seal

Note: Plans are required for all commercial projects.

PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.

VIII. FEE CLARIFICATIONS

ITEM #3. RESIDENTIAL HEATING SYSTEM:
This item is used for the installation of a heating system in a new residential structure. Items #11 Gas Piping & #19 Duct, SHOULD NOT BE charged.

COMPLETE APPLICATION ON BACK SIDE

Mechanical Permit Application

IX. FEE CHART - Enter the number of items being installed, multiply by the unit price for total fee.

	Fee	Items	Total
1 Application Fee (non-refundable)	\$75.00	1	\$75.00
2 Geo-thermal	\$100.00		
3 Residential Heating System (includes duct & pipe)	\$50.00		
4 Gas/Oil Burning Equipment New and/or Conversion Units	\$35.00		
5 Residential Boiler	\$35.00		
6 Water Heater	\$15.00		
7 Flue / Vent Damper	\$10.00		
8 Solid Fuel Equipment (includes chimney)	\$30.00		
9 Chimney, Factory Built Installed Separately	\$30.00		
* 10 Gas Reconnect	\$50.00		
11 Gas Piping - Each Opening New Installation	\$10.00		
12 Air Conditioning (includes split systems)	\$35.00		
13 Heat Pumps Complete Residential	\$30.00		
14 Bath & Kitchen Exhaust	\$15.00		
* 15 Tanks - Aboveground	\$50.00		
* 16 Tanks - Underground	\$50.00		
17 Humidifiers	\$10.00		
18 Piping minimum \$30.00	\$.05 / ft.		
19 Duct minimum \$30.00	\$.10 / ft.		
20 Heat Pumps - Commercial (pipe not included)	\$30.00		

	Fee	Items	Total
21 Air Handlers / Heat Wheels Under 10,000 CFM	\$35.00		
22 Air Handlers / Heat Wheels Over 10,000 CFM	\$65.00		
23 Commercial Hoods	\$20.00		
24 Heat Recovery Units	\$10.00		
25 V.A.V. Boxes	\$10.00		
26 Unit Ventilators	\$10.00		
27 Unit Heaters (Terminal Units)	\$15.00		
28 Fire Suppression / Protection minimum \$30.00	\$1.75 / head		
29 Evaporator Coils	\$30.00		
30 Refrigeration (Split System)	\$30.00		
31 Chiller, Compressor, Tower	\$30.00 ea		
32 Special/Safety Inspection Includes Certification if req'd	\$75.00		
33 Penalty	\$50.00		
34 Additional Inspection	\$75.00		
35 Final Inspection	\$75.00	1	\$75.00
36 Plan Review	\$35.00 / hr.		
37 Permit Upgrade	\$65.00		
* 38 Generator Hook-up Only	\$75.00		
* 39 Water Heater Change Out Only	\$75.00		
* 40 Furnace Equip. Change Out Only	\$75.00		
* 41 Air Conditioner Change Out Only	\$75.00		
* 42 Outdoor Wood Burners Only	\$80.00		

* Designates Total Fee

NOTE: ALL FAILED INSPECTIONS ARE SUBJECT TO A RE-INSPECTION FEE OF \$75.00

Make Checks Payable to: CITY OF HUDSON
For Inspections Call (517) 437-4130
Allow 72 hours Notice for Scheduling

TOTAL FEES

X. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL:

Mechanical work shall not be started until the application for permit has been filed with the City of Hudson. All installations shall be in conformance with the State Mechanical Code. No work shall be concealed until it has been inspected. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the job location and permit number.

Note: All new installations require the Manf. Spec.'s (UL) to be submitted prior to inspection (ie, furnace, boiler, woodburners, fireplaces, water heater)

EXPIRATION OF PERMIT:

A permit remains valid for one (1) year from date of issuance. Permits may be renewed. A permit shall become invalid if the authorized work is not commenced within six (6) months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing the work.

A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX (6) MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED.

PLAN REVIEWS:

All new residential dwellings. All commercial / industrial work. Residential remodeling projects deemed necessary by code inspector.

ALL MECHANICAL WORK REQUIRES A FINAL INSPECTION WITH THE EXCEPTION OF ITEMS MARKED (*)

STREET NUMBERS MUST BE POSTED AT ROAD PRIOR TO INSPECTIONS
MINIMUM 3 INCH LETTERS
PERMIT SHOULD BE AVAILABLE ON THE JOB SITE

PLUMBING PERMIT APPLICATION

City of Hudson

121 N. Church St.
Hudson, MI 49247
(517) 448-8983

AUTHORITY: ACT 230, PA 1972, as Amended
COMPLETION: Installation Shall Not Be
Started Until Application is Filed
PENALTY: Written Order to Stop Construction

Date of Application
Permit Number PP

I. JOB LOCATION

Name of Owner/Agent	Has a building permit been obtained for this project? (circle one)		
	Yes	No	Not required
Street Address & Job Location (Street No. and Name)	City/Village	Township	County

II. CONTRACTOR/HOMEOWNER INFORMATION

You are? (circle one)		State Contractor License Number	Expiration Date
Contractor	Homeowner		
Name		Master License Number	Expiration Date
Street Address (Street No. and Name)		Telephone Number	
City	State	Zip Code	Federal Employer ID Number (or reason for exemption)
Workers Compensation Insurance Carrier (or reason for exemption)		MESC Employer Number (or reason for exemption)	

III. TYPE OF JOB

(circle one)

1. New 2. Remodel 3. Sewer Only 4. Water Service Only
5. Special Inspection 6. Mobile Home Setup*
7. Modular Home Setup* 8. Other

IV. PLAN REVIEW REQUIRED (check one)

see sections VII. & XI. for Plan Review requirements

A. Plans not required
 B. Plans required and submitted
 C. Plans required but not yet submitted

V. APPLICATION SIGNATURE

Section 23a of the state construction code act of 1972, Act No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

VI. HOMEOWNER AFFIDAVIT

I hereby certify the plumbing work described on this permit application shall be installed by myself in my home in which I am living or about to occupy. All work shall be installed in accordance with the State Plumbing Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the City Plumbing Inspector. I will cooperate with the City Plumbing Inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

VII. PLAN REVIEW REQUIREMENTS

Plans are not required for the following:

1. One or two family dwelling containing not more than 3500 square feet of building area.
2. Alterations and repair work determined by the plumbing official to be of a minor nature.
3. Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, answer Section IV "A. Plans not required."

Plans are required for all other types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.

VIII. LEAD FREE NOTICE

The state Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended, requires pipes, pipe fittings, solder or flux, which are used in the installation or repair of a plumbing system in a building or structure, providing water for human consumption or a public water system, be lead free. Lead free is defined as solder or flux containing not more than 0.2% lead; and pipe and pipe fittings containing not more than 8% lead. These provisions do not apply to leaded joints necessary for the repair of cast iron pipes.

COMPLETE APPLICATION ON BACK SIDE

Plumbing Permit Application

IX. FEE CHART - Enter the number of items being installed, multiply by the unit price for total fee.

	Fee	Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00
2. Mobile Home Park Site - New	\$10.00 ea		
3. Fixtures, Floor Drains, Special Drains, Water Connected Appliances	\$10.00 ea		
4. Stacks (soil, waste, vent & conductor)	\$15.00		
5. Sewage Ejectors, Sumps	\$15.00		
6. Sub-Soil Drains	\$10.00 ea		
7. Water Service less than 2"	\$15.00		
8. Water Service 2" to 6"	\$25.00		
9. Water Service over 6"	\$50.00		
10. Connection Building Drain / Building Sewers	\$15.00		
11. Sewers (Sanitary, Storm or Combined) Less than 6"	\$15.00		
12. Sewers (Sanitary, Storm or Combined) 6" and over	\$25.00		
13. Manholes, Catch Basins	\$20.00		
14. Water Heater	\$15.00		
15. Up to 1" Water Distribution Pipe	\$15.00		
16. 1 1/4" Water Distribution Pipe	\$20.00		
17. 1 1/2" Water Distribution Pipe	\$20.00		
18. 2" Water Distribution Pipe	\$25.00		
19. Over 2" Water Distribution Pipe	\$30.00		
20. Reduced Pressure Zone Back-Flow Preventer	\$10.00 ea		
21. Special / Safety Inspection includes certification fee	\$75.00		
22. Additional Inspection	\$75.00		
23. Final Inspection	\$75.00	1	\$75.00
24. Certification Fee	\$30.00		
25. Plan Review	\$35.00 / hr.		
26. Permit Upgrade	\$65.00		
* 27. Water Conditioner Only	\$75.00		
* 28. Water Heater Change Out Only	\$75.00		

* Designates Total Fee

NOTE: ALL FAILED INSPECTIONS ARE SUBJECT TO A RE-INSPECTION FEE OF \$75.00

TOTAL FEES

Make Checks Payable to: CITY OF HUDSON
For Inspections Call (517) 437-4130, Allow 72 Hours Notice for Scheduling

X. FEE CLARIFICATIONS

ITEM #2. MOBILE HOME UNIT SITE:				
When item is used for sewer excavations on a new park, the permit application should include the application fee plus the number of unit sites.				
ITEM #3. FIXTURES, FLOOR DRAINS, SPECIAL DRAINS & WATER CONNECTED APPLIANCES INCLUDE:				
Water closets	Sink (any description)	Grease Trap	Drinking Fountain	Floor Drain
Bath tub	Emergency Eye Wash	Starch Trap	Condensate Drain	Roof Drain
Lavatories	Emergency Shower	Water Softener	Washing Machine	Slop Sink
Shower Stall	Garbage Grinder	Dishwasher	Acid Waste Drain	Bidet
Laundry Tray	Water Outlet Cooler	Refrigerator	Embalming Table	Cuspidor
Urinal	Ice Making Machine	Water Heater	Bed Pan Washer	Autopsy
Plaster Trap	Water Conne Sillcock	Water Connected Dental Chair		
Water Connected Sterilizer		Water Outlet or Connection to Filters		
Water outlet or Connection to any Makeup Water Tank		Connection to Sprinkler System (Irrigation)		
Water Outlet or Connection to Heating System		Water Connected Beverage Dispensers		
PLUS ANY OTHER FIXTURE, DRAIN OR WATER CONNECTED APPLIANCE NOT SPECIFICALLY LISTED				
ALL PLUMBING WORK REQUIRES A FINAL INSPECTION WITH THE EXCEPTION OF WATER HEATER CHANGE OUT.				

XI. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL:	
Plumbing work shall not be started until the application for permit has been filed with the City of Hudson. All installations shall be in conformance with the State Plumbing Code. No work shall be concealed until it has been inspected. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the job location and permit number.	
EXPIRATION OF PERMIT:	
A permit remains valid for one (1) year from the date of issue. Permits may be renewed. A permit shall become invalid if the authorized work is not commenced within six (6) months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing the work.	
A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX (6) MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED.	
PLAN REVIEWS	
All commercial and industrial work. Any residential construction or remodeling if deemed necessary by the code inspector.	
ALL PLUMBING WORK REQUIRES A FINAL INSPECTION WITH THE EXCEPTION OF ITEMS MARKED (*)	

STREET NUMBERS MUST BE POSTED AT ROAD PRIOR TO INSPECTIONS
MINIMUM 3 INCH LETTERS
PERMIT SHOULD BE AVAILABLE ON THE JOB SITE

ELECTRICAL PERMIT APPLICATION

City of Hudson

121 N. Church St.
Hudson, MI 49247
(517) 448-8983

AUTHORITY: ACT 230, PA 1972, as Amended
COMPLETION: Installation Shall Not Be
Started Until Application is Filed
PENALTY: Written Order to Stop Construction

Date of Application
Permit Number PE

I. JOB LOCATION

Name of Owner/Agent	Has a building permit been obtained for this project? (circle one) Yes No Not required		
Street Address & Job Location (Street No. and Name)	City/Village	Township	County
Utility Company	Consumers Energy Notification Number		
Consumers Energy Request Center Number 1-800-477-5050	Type of service (circle one) Overhead Underground		

II. CONTRACTOR/HOMEOWNER INFORMATION

You are? (circle one) Contractor Homeowner		State Contractor License Number	Expiration Date
Name		Master License Number	Expiration Date
Street Address (Street No. and Name)			
City	State	Zip Code	Telephone Number
		Federal Employer ID Number (or reason for exemption)	
Workers Compensation Insurance Carrier (or reason for exemption)		MESC Employer Number (or reason for exemption)	

III. TYPE OF JOB

(circle one)
1. New 2. Remodel 3. Service Only 4. Special Inspection
5. Mobile Home Setup 6. Modular Home Setup 7. other

IV. PLAN REVIEW REQUIRED (check one) see section VII.

<input type="checkbox"/>	A. Plans not required
<input type="checkbox"/>	B. Plans required and submitted
<input type="checkbox"/>	C. Plans required but not yet submitted

V. APPLICATION SIGNATURE

Section 23a of the state construction code act of 1972, Act No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

VI. HOMEOWNER AFFIDAVIT

I hereby certify the electrical work described on this permit application shall be installed by myself in my home in which I am living or about to occupy. All work shall be installed in accordance with the State Electrical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the City Electrical Inspector. I will cooperate with the City Electrical Inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

VII. PLAN REVIEW REQUIREMENTS

Plans are not required for the following:

1. When the electrical system rating does not exceed 400 amps & the building is not over 3,500 sqft in area.
3. Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, answer Section IV "A. Plans not required."

What is the rating of the service or feeder in amphere? _____

What is the building size in square footage? _____

Plans are required for all other types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.

COMPLETE APPLICATION ON BACK SIDE

Electrical Permit Application

VIII. FEE CHART - Enter the number of items being installed, multiply by the unit price for total fee.

	Fee	Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00
2. Service through 200 amp	\$10.00		
3. Over 200 thru 600 Amp	\$15.00		
4. Over 600 thru 800 Amp	\$25.00		
5. Over 800 thru 1200 amp	\$30.00		
6. Over 1200 amp (GFI only)	\$50.00		
7. Circuits	\$8.00 ea		
8. Lighting Fixtures - per 25	\$14.00		
9. Dishwasher, Garbage Disposal, Range Hood	\$8.00 ea		
10. Furnace - Unit Heater	\$9.00		
11. Electrical Heating Units (Baseboard)	\$8.00 ea		
12. Power Outlets: Ranges, Dryers, Hot Tub, W-H, Well Pump, AC	\$9.00 ea		
<u>Signs</u>			
13 Unit	\$10.00		
14 Letter (each)	\$15.00		
15 Neon-each 25 feet	\$20.00		
16 Feeders - Bus Ducts, etc. - per 50'	\$14.00		
17 Mobile Home Park Site *	\$20.00 ea		
18 Rec. Vehicle Park Site	\$15.00 ea		

For Inspections Call (517) 437-4130
Allow 72 Hours Notice for Scheduling

* Indicates total fee due

EVSE - Electrical Vehicle Supply Equipment
PV Modules - Photovoltaic (Solar panels per pair)

Make Checks Payable to: CITY OF HUDSON

NOTE: ALL FAILED INSPECTIONS ARE SUBJECT TO A RE-INSPECTION FEE OF \$75.00

IX. - Mobile Homes

When installing a site service in a park, the permit application must include the application fee, service, the number of park sites & a final inspection.
When setting a site service in a park or setting a HUD mobile home in a park, the work shall be done by a licensed electrical contractor.
When setting a HUD mobile home in a park or on private property, the permit must include the application fee, a service, one circuit, one power outlet, a feeder, a sub panel and a final inspection.

INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL:

Electrical work shall not be started until the application for permit has been filed with the City of Hudson. All installations shall be in conformance with the State Electrical Code. No work shall be concealed until it has been inspected. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the job location and permit number.

EXPIRATION OF PERMIT:

A permit remains valid for one (1) year from date of issuance. Permits may be renewed. A permit shall become invalid if the authorized work is not commenced within six (6) months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing the work.

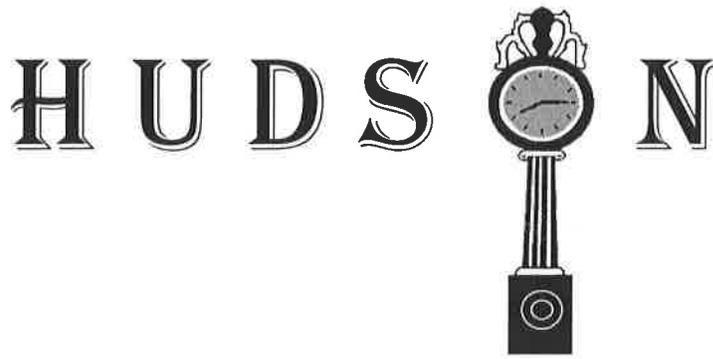
A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX (6) MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED.

	Fee	Items	Total
K.V.A., H.P., Wind Turbines, EVSE and PV Modules			
19. Units up to 20 K.V.A. or H.P. Per PV Module	\$14.00		
20. Units 21 to 50 K.V.A. or H.P. Per PV Module	\$20.00		
21. Units > 50 K.V.A or H.P. Per PV Module	\$25.00		
<u>Fire Alarms (not smoke detectors)</u>			
22 Up to 10 devices	\$50.00		
23 11 to 20 devices	\$100.00		
24 Over 20 devices	\$8.00 ea		
<u>Data/Telecommunication Outlets</u>			
25 1 - 19 Devices	\$5.00 ea		
26 20 - 300 Devices	\$100.00		
27 Over 300 Devices	\$300.00		
<u>Energy Management Temp Control</u>			
28 Energy Retrofit - Temp Control	\$50.00		
29 Devices - Energy Management	\$5.00 ea		
30 Conduit Only or Grounding Only	\$50.00		
31 Sub Panel	\$14.00		
32 Special/Review/Safety	\$75.00		
33 Additional Inspection	\$75.00		
34 Final Inspection	\$75.00	1	\$75.00
35 Plan Review	\$35.00 / hr		
36 Permit Upgrade	\$65.00		
37 Factory Master's - Annual Fee	\$250.00		
38 Generator Hook-up Only	\$125.00		
39 Penalty - 1st	\$50.00		
40 Penalty - 2nd	\$100.00		
41 Penalty - 3rd	\$500.00		

TOTAL FEE (Must include the \$75 non-refundable application & \$75 final inspection fees.)

Residential Service ONLY through 200 amp does not require Final (34)

STREET NUMBERS MUST BE POSTED AT ROAD PRIOR TO INSPECTIONS
PERMIT SHOULD BE AVAILABLE ON THE JOB SITE



AGENDA ITEM
REVIEW FORM

ITEM: APPROVE: Contract with Dave Black	SUBMITTED BY: Charles A Weir
ACTION REQUESTED: Approve the contract with Dave Black for the Rental Inspections	DEPARTMENT: City Office DATE: May 17, 2022
SUMMARY: Ray Taylor from Hillsdale County Inspections has stepped back from performing the rental inspections. Dave Black also from Hillsdale County Inspections has expressed interest in taking over the rental inspections for the City of Hudson. Mr Black is a State of Michigan licensed Residential Contractor and a licensed Building Inspector. We would continue to keep the same fee schedule as we had with Mr Taylor. Each inspection was \$115.00 if there were any violations that needed a second visit or pictures submitted. If the inspection passed with a certification issued the fee would be \$65.00.	
RECOMMENDATION: Approve the contract with Dave Black from Hillsdale County Inspections to perform the City of Hudson's Rental Inspections.	
SIGNATURE: 	TITLE: City Manager

Dave Black

4931 Kim Dr.
Hillsdale, MI 49242

Telephone 517-425-7805

May 10, 2022

City of Hudson
121 N. Church St.
Hudson, MI 49247

Subject: Rental Inspections

I am an employee of the Hillsdale County Inspection office. Their office, due to increased & sustaining inspection activity, has given notice that they must cease performing Rental inspections for the City of Hudson. I would like to offer my services for Rental inspections in their place. I am a State of Michigan licensed Residential Contractor and State of Michigan licensed Building Inspector/Plan Reviewer. I would propose utilizing the same terms as Hillsdale County had with the City of Hudson in their proposal dated 6/19/14 (attached). Should you have any questions, please contact me at your convenience.

Respectfully,

A handwritten signature in black ink that reads "Dave Black". The signature is written in a cursive style with a large, looped initial "D".

Dave Black

HILLSDALE COUNTY INSPECTION DEPARTMENT

61 McCollum St.
Hillsdale, MI 49230

Telephone (517) 437-4130
Fax # (517) 437-3233

June 19, 2014

City of Hudson
Attn: Jeanine
121 N. Church St.
Hudson, MI 49247

Re: Proposal for Property Maintenance Inspection Service

Dear Jeanine

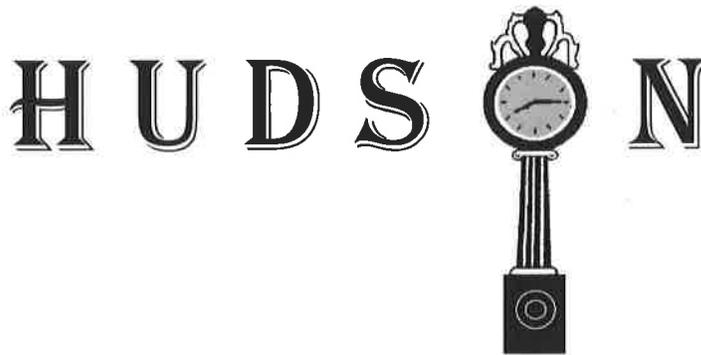
We are please to offer the following proposal for our office to provide inspectors for property maintenance inspections for the City of Hudson. Inspections would be at the rate of \$ 50.00 per inspection/per unit for the original base inspection or for a follow-up if required. Our office would primarily perform these inspection during the off construction season November 15 thru April 15, however if required inspections would be scheduled at other times during the year should it be required. Inspections would be performed to the version of the Property Maintenance Code as adopted by City of Hudson and per your check-sheets. We would recommend that the fee for property maintenance be set at \$ 115.00. This would allow for a \$ 15 administrative fee as well as for (2) inspections if required. We would estimate a minimum of 50% of units will probably require re-inspection. The fee would more than cover inspection and would allow an additional to place in a reserve should the City have a need for additional funds for publication, copying, notices, records etc.

If the above is acceptable we would be pleased to draft a contract for consideration and adoption.

Sincerely



Raymond Taylor, Deputy Building Official
Hillsdale County



**AGENDA ITEM
REVIEW FORM**

<p><u>ITEM:</u> Resolution Automatic Annual Rate Increase to Water and Sewer</p>	<p><u>SUBMITTED BY:</u> Charles Weir City Manager</p>
<p><u>ACTION REQUESTED:</u> Approve the Resolution for Automatic Annual Rate Increases to the Water and Sewer Rates.</p>	<p><u>DEPARTMENT:</u> City Office <u>DATE:</u> May 17, 2022</p>
<p><u>SUMMARY:</u></p> <p>To be proactive to make sure the Utilities Fund does not go into the deficit to the extent that it was in the last fiscal year, and it is recommended by Michigan Rural Water Association that water and sewer rates be increased at least 2% a year to adjust to the C.O.L.</p> <p>City Council can by resolution implement an Automatic Annual Rate Adjustment to cover the cost increases normally associated year to year. This would help ensure that there will be sufficient revenue in the Utility Fund for the operation and maintenance of the Water and Wastewater operations of the City.</p> <p>I have consulted with the City Attorney, and I was advised that City Council has the legal authority to implement the automatic annual rate increases. The attached resolution has been reviewed and approved by the City Attorney.</p> <p>If approved, the 2% increase would affect the current rates as follows:</p> <p>Resident: Water RTS. \$.40 cents a month. Usage: Per Unit \$.05 cents a month. Sewer RTS. \$.18 cents a month. Usage: Per Unit \$ \$.28 cents a month. Non-Resident increase amount would be doubled.</p>	
<p><u>RECOMMENDATION:</u> Approve the resolution for the 2% Automatic Annual Rate Increase for the Water and Sewer Services commencing July 1, 2022.</p>	
<p><u>SIGNATURE:</u> </p>	<p><u>TITLE:</u> City Manager</p>

Eric C. White
eric@whiteandhotchkiss.com
Kenneth R. Hotchkiss
ken@whiteandhotchkiss.com
Michael K. Falahee
michael@whiteandhotchkiss.com
Gary R. Schuette
gary@whiteandhotchkiss.com



White, Hotchkiss & Falahee, PLLC
Attorneys at Law

1000 Laurence Avenue
Jackson, Michigan 49202
Telephone 517.784.6250
Facsimile 517.784.6011

whiteandhotchkiss.com

April 29, 2022

City of Hudson
Charles A. Weir, City Manager
Via email only

Re: Automatic increases for water and/or sewer

Dear Mr. Weir:

Thank you for your email of April 25, 2022, as to the adoption of automatic annual increases to the City water and sewer rates.

I was unable to locate any bar in either the City Charter, Ordinances, or state statutes that would limit the ability of the City to implement automatic annual rate increases for sewer and/or water.

There are several sections of the City Ordinance that addresses the issue of rates. This starts with Section 13.3, "Rates" and gives Council the power to set rates that are "just and reasonable". Section 18-53, "Water Rates", indicates in (7) that the rates can be changed at any time by resolution of the city council through an amendment to this section. Section 18-98, Sewer Rates, indicates in (b)(3) that rates may be changed by any time by resolution to the city council. Section 18-99, "rate structure and operating requirements" also provides guidance as well as does Section 18-100, "Sewer service surcharges".

In short, I see no prohibition as to automatic annual rate increases and the example that you attached to your email is a nice template for a full resolution. I hope this provides some guidance. In the meantime, if you have any questions, please do not hesitate to contact me.

Sincerely,

WHITE, HOTCHKISS & FALAHEE, PLLC

Eric C. White

ECW:mrg

RESOLUTION

Authorizing Automatic Annual Increases
Rates Charged for Water and Sewer Services
By the Hudson City Council

WHEREAS, the City Council of the City of Hudson has determined that regular annual increases in water and sewer services rates are necessary to meet operating expenses, debt obligations, and capital reserve needs:

WHEREAS, without said increases, water and sewer service will not be properly maintained to the customers of the water and sewer system without depleting emergency and capital reserve funds: and

WHEREAS, it is deemed by the Hudson City Council to be in the citizens best interest for small, automatic annual increases, therefore the proposed automatic annual rate increases are approved.

NOW, THEREFORE BE IT ORDAINED BY THE HUDSON CITY COUNCIL AS FOLLOWS:

1. The Hudson City Council is hereby authorizing to automatically increase all Water and Sewer Service Charges once per year, every year beginning 2022 by a fixed percentage. This Automatic Annual Increase shall apply to water and sewer charges, including the base rate, and other fees. (Ready to Serve and Usage)
2. The fixed percentage shall be **2.00 %** unless the Hudson City Council approves an action to adjust this figure before the Automatic Annual Increase date.
3. The Automatic Annual Increase Date shall be July 1st of each year. All Water and Sewer Service Charges as they existed the day prior to the Automatic Annual Increase Date shall be increased by the fixed percentage to generate the new Water and Sewer Charges. The new Water and Sewer Charges will apply to all bills rendered on or after the Automatic Annual Increase date of July 1st and throughout the ensuing twelve-month period until June 30th of the next calendar year.
4. Any ordinance inconsistent with the terms and provisions of this ordinance is hereby declared void and of no effect.

5. This ordinance shall not preclude other future rate adjustments, including emergency measures, as deemed necessary by the Hudson City Council.

The following aye votes recorded: _____

The Following nay votes recorded: _____

APPROVE DATE: _____

I, Jeaniene McClellan, Clerk of the City of Hudson, do hereby certify the above is a true copy of the resolution as it appears in the official minutes of the City of Hudson Council meeting held May 17, 2022, and is on file at the Hudson City Office at 121 N. Church Street Hudson Michigan.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of Hudson on this 17th day of May, 2022.

Jeaniene McClellan, Clerk

City of Hudson, Michigan

Bills to Council May 17, 2022

Bills to be Approved

Utilities Instrumentation Service Inc	\$1,208.00	Services rendered at WWTP through 4/15/2022 to perform routine calibrations
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Craig Wickham Tree Service	\$3,725.00	Removing Stumps, remove Christmas Tree lights and cutting down trees
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Haviland Products Company	\$1,370.20	Ferric Chloride - WWTP
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Total	\$6,303.20	
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Bills to be Confirmed

D & P Communications	\$1,237.73	May Statement Phone, Internet, TV services all departments
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Deo Lawn Services	\$3,960.00	Maple Grove Cemetery Contract
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Consumers Energy	\$1,563.57	May Statement - LED Lights
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Consumers Energy	\$1,585.09	May Statement - Street Lights
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Consumers Energy	\$1,892.73	May Statement - WTP
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Total	\$10,239.12	
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CASH SUMMARY BY FUND FOR CITY OF HUDSON
 FROM 07/01/2021 TO 03/11/2022
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2021	Total Debits	Total Credits	Ending Balance 03/11/2022
101	GENERAL FUND	270,009.61	1,725,243.13	1,814,365.49	180,887.25
151	CEMETERY TRUST FUND	2,262.45	0.00	0.00	2,262.45
202	MAJOR STREET FUND	(11,911.01)	346,745.83	235,676.13	99,158.69
203	LOCAL STREET FUND	33,163.92	207,796.66	147,306.36	93,654.22
206	FIRE DEPARTMENT FUND	53,149.68	70,539.34	85,728.22	37,960.80
208	RECREATION FUND	18,063.84	39,422.09	51,467.53	6,018.40
209	CEMETARY FOUNDATION	35,340.34	47,789.42	55,508.74	27,621.02
210	AMBULANCE	(115,775.58)	805,671.00	592,805.84	97,089.58
211	COMMUNITY CENTER	347.42	63,337.81	41,998.45	21,686.78
270	THOMPSON MUSEUM FUND	57,660.23	12,633.63	12,631.53	57,662.33
271	LIBRARY FUND	12,047.65	24,256.49	36,304.14	0.00
272	THOMPSON LIBRARY FUND	0.00	0.00	0.00	0.00
273	MUSEUM FUND	40,739.41	14,725.50	13,509.33	41,955.58
410	DOWNTOWN DEVELOPMENT	7,241.51	11,904.12	9,646.13	9,499.50
412	INDUSTRIAL PARK FUND	14,651.52	14,145.01	14,651.52	14,145.01
418	I D F A	0.00	0.00	0.00	0.00
444	2021 CAPITAL IMPROVEMENT BOND FUND	0.00	3,235,272.78	3,009,805.22	225,467.56
450	SIDEWALK FUND	(17,934.02)	23,065.98	2,565.98	2,565.98
590	UTILITIES FUND	(461,280.34)	1,238,399.24	754,654.59	22,464.31
661	MOTOR VEH AND EQUIP FUND	169,106.78	341,660.04	299,446.79	211,320.03
703	PROPERTY TAX COLLECTION	0.00	2,336,928.23	2,336,928.23	0.00
705	INCOME TAX FUND	18,032.15	374,972.15	383,239.82	9,764.48
750	PAYROLL FUND	0.00	3,080,277.51	3,045,847.66	34,429.85
	TOTAL - ALL FUNDS	124,915.56	14,014,785.96	12,944,087.70	1,195,613.82

User: CLERK

DB: Hudson

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank CNB-C CNB--COMBINED ACCOUNT					
05/05/2022	CNB-C	101822	MISC	B & K TOWING AND RECOVERY	149.00
05/05/2022	CNB-C	101823	2922	BHS INSURANCE	750.00
05/05/2022	CNB-C	101824	2434	BRINER OIL CO INC	528.90
05/05/2022	CNB-C	101825	3182	BURNIPS EQUIPMENT COMPANY	179.99
05/05/2022	CNB-C	101826	156	CITY OF HUDSON	531.98
05/05/2022	CNB-C	101827	2753	D & P COMMUNICATIONS INC.	1,237.73
05/05/2022	CNB-C	101828	MISC	DEPENDABLE FIRE APARATUS	886.50
05/05/2022	CNB-C	101829	87	FRAMES PEST CONTROL	44.00
05/05/2022	CNB-C	101830	MISC	HUDSON FOUNDATION-MUSIC IN THE PARK	500.00
05/05/2022	CNB-C	101831	66	HUDSON POST GAZETTE	426.25
05/05/2022	CNB-C	101832	1215	INTERSTATE BILLING SERVICE, INC.	1,652.90
05/05/2022	CNB-C	101833	3234	J MCELDFOWNEY INC	124.13
05/05/2022	CNB-C	101834	148	JONES & HENRY ENGINEERS LTD	6,835.40
05/05/2022	CNB-C	101835	3581	K & B ASPHALT SEALCOATING INC	15,890.00
05/05/2022	CNB-C	101836	MISC	KELLY'S FURNITURE	529.95
05/05/2022	CNB-C	101837	MISC	KRISTY BURGER	200.00
05/05/2022	CNB-C	101838	2565	LENAAWEE COUNTY TREASURER	229.50
05/05/2022	CNB-C	101839	1839	MICHIGAN PIPE & VALVE	282.37
05/05/2022	CNB-C	101840	NEXT	NEXT GENERATION AUTOMOTIVE	152.00
05/05/2022	CNB-C	101841	563	PETTY CASH	9.14
05/05/2022	CNB-C	101842	166	RENIUS & RENIUS	1,512.50
05/05/2022	CNB-C	101843	MISC	SANDRA HUTCHINSON	200.00
05/05/2022	CNB-C	101844	434	STAPLES	107.07
05/05/2022	CNB-C	101845	804	STAPLES CREDIT PLAN	858.97
05/05/2022	CNB-C	101846	1534	UNIFIRST CORPORATION	40.00
05/05/2022	CNB-C	101847	1007	USA BLUE BOOK	1,677.64
05/05/2022	CNB-C	101848	119	WRIGHTS PLUMBING & SEWER SERVICE	393.62
05/09/2022	CNB-C	101849	3011	TRI COUNTY INTERNATIONAL TRUCKS	232.37
05/12/2022	CNB-C	101850	1148	BIG C LUMBER	434.60
05/12/2022	CNB-C	101851	2434	BRINER OIL CO INC	873.39
05/12/2022	CNB-C	101852	129	CONSUMERS ENERGY	11,579.40
05/12/2022	CNB-C	101853	14	DEO'S LAWN SERVICE	3,960.00
05/12/2022	CNB-C	101854	2649	DINGES FIRE COMPANY	289.10
05/12/2022	CNB-C	101855	1715	ELHORN ENGINEERING COMPANY	631.00
05/12/2022	CNB-C	101856	2714	FIRST BANKCARD	630.69
05/12/2022	CNB-C	101857	2623	FORREST AUTO SUPPLY	189.99
05/12/2022	CNB-C	101858	1853	HILLSDALE COUNTY TREASURER	650.00
05/12/2022	CNB-C	101859	98	HUDSON AUTO CENTER	8.18
05/12/2022	CNB-C	101860	1282	LENAAWEE COUNTY PRINTING/PURCHASING.	147.30
05/12/2022	CNB-C	101861	766	LOWES BUSINESS ACCOUNT	18.12
05/12/2022	CNB-C	101862	566	MISSION SQUARE	125.00
05/12/2022	CNB-C	101863	101	NYE UNIFORM CO	138.49
05/12/2022	CNB-C	101864	473	PEERLESS SUPPLY	185.96
05/12/2022	CNB-C	101865	922	PITTSFORD GAS & TIRE	18.50
05/12/2022	CNB-C	101866	970	WHITE, HOTCHKISS & FALAHEE, PLLC	345.00
05/12/2022	CNB-C	101867	1057	RONALD B. KECK	18.50

CNB-C TOTALS:

Total of 46 Checks:

56,405.13

Less 1 Void Checks:

18.50

Total of 45 Disbursements:

56,386.63



Plant office Phone (517) 448-4701

Ted Cell # (517) 306-0023

Second cell # (517) 306-3879

E-Mail: wwtp@ci.hudson.mi

Monthly Report of Operations at the
Wastewater Treatment Plant for April 2022

	22-Mar	22-April	
Rain	3.73	2.83	Inches
Average Influent Flow	0.586	0.443	MGD
Max Influent Flow	1.072	0.554	MGD
Total Influent Flow	18.153	13.303	MG
Average Primary Sludge Pumped	5,130	5,273	Gal/day
Total Primary Sludge Pumped	133,380	126,540	Gallons
Average Secondary Sludge Pumped	519,419	514,700	Gal/day
Total Secondary Sludge Pumped	16,102,000	15,441,000	Gallons
Average Sludge Wasted	13,306	14,996	Gal/day
Total Sludge Wasted	412,475	449,869	Gallons
Average Ferrous Feed	76	67	lbs/day
Total Ferrous Feed	2,356	2,014	lbs
Average Electrical Usage	1,017	953	Kilowatt hrs/day
Total Electrical Usage	31,520	28,600	kilowatt hrs
Average Natural Gas Usage	34	35	M cu ft/day
Total Natural Gas Usage	1,042	1,056	M cu ft



Respectfully Submitted

Theodore L Hutchison

City of Hudson WWTP Superintendent.



Manager's Report

May 17, 2022

- The Par Plan Grant application has been submitted for the flow meters and the sewer camera system. The City will be notified in August whether grant funds will be received. The max award is \$5,000.00.
- The street patch work Council approved at the May 3rd meeting is completed.
- I received an email from Michigan Treasury advising that the City's grant application under the Financially Distressed Cities, Villages and Townships was denied. Treasury advised that they received many requests, unfortunately Hudson's proposal was not selected.
- The in-home service line inspections under the DWAM Grant are still on going. We are currently at about 70% completed. The city is anticipating putting it out for bids on the actual potholing work in the next few weeks.
- The DDA had it's first meeting with the new board on Monday May 16th.
- City staff is working with Health Resources and Services Administration on a mandatory reporting requirement that was not done in 2020, which could potentially require the city to pay back \$10,583.47 it received. The city has received an extension to file the report.
- The Hudson Community Center east wall was damaged by a vehicle. A portion of the wall was pushed in far enough to cause damage on the inside of the building. The city building inspector looked at the damage and is confident that it will not collapse. We are getting estimates to repair the damage which includes the front doors. The city insurance company is working with the auto owner's insurance company to cover the damages.

Charlie