

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
PUBLIC HEARING
February 21, 2017 at 7:00 p.m.**

746363:

The public hearing was called to order by Mayor Carmel Camp at 7:00 p.m. in the Council Chambers.

ROLL CALL: PRESENT: Carmel Camp, Carl Sword, Lee Ann Minton, Tyler Mattison, Rick Moreno,
and Darlene VandeZande
ABSENT: Lee Daugherty

ALSO PRESENT: WWTP Superintendent Ted Hutchison, Brad VandeZande, Police Sergeant Ron Keck, Hudson District Librarian Joann Crater, Mark Monahan- Eagle Funeral Home, Rylei Brenner – 319 Grove Street, City Manager Steven Hartsel and City Clerk Jeaniene McClellan.

ORDERS OF THE DAY: 2017-2021 Parks and Recreation Master Plan

Councilmember Minton had three things to change in the Parks and Recreation Master Plan.

1. The year the City was founded was 1833.
2. The parking lot at Webster Park does not need to be paved.
3. The City does have senior citizens within the city limits and the surrounding area.

Adjourn sine die

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
February 21, 2017 Immediately Following Public Hearing**

746364:

The regular meeting was called to order by Mayor Carmel Camp at 7:04 p.m. in the Council Chambers.

ROLL CALL: PRESENT: Carmel Camp, Carl Sword, Lee Ann Minton, Tyler Mattison, Rick Moreno,
and Darlene VandeZande
ABSENT: Lee Daugherty

ALSO PRESENT: WWTP Superintendent Ted Hutchison, Brad VandeZande, Police Sergeant Ron Keck, Hudson District Librarian Joann Crater, Mark Monahan- Eagle Funeral Home, Rylei Brenner – 319 Grove Street, City Manager Steven Hartsel and City Clerk Jeaniene McClellan.

ORDERS OF THE DAY:

Excuse Absent Members:**746365:**

Motion by Lee Ann Minton, Seconded by Carl Sword to **excuse Lee Daugherty from the meeting**, CARRIED: 5-1 by roll call vote. (Camp, Minton, Moreno, Sword, VandeZande – yes Mattison – no)

Approval of Minutes of February 07, 2017:**746366:**

Motion by Tyler Mattison, Seconded by Rick Moreno to **approve the minutes from February 07, 2017 and place on file**, CARRIED: 6-0 by roll call vote.

PUBLIC COMMENT:

District Librarian Joann Crater – This Thursday the 23rd at 7:00 pm will be the festival committee and at this time the Celebrate Hudson Festival will be June 22, 23, and 24. Anyone who would like to help, please come to the meeting. On Wednesday, March 1st, the Library will be hosting a Community Involvement with two sessions that day, first group at 2:00 pm and the second group at 6:00 pm.

Mark Monahan- Eagle Funeral Home- Express his concerns at the City Office.

NEW BUSINESS:**APPROVE: Charlie Weir – 25-Year Service Award**

On behalf of the citizens of Hudson, the Hudson City Council extends its appreciation for Charles A. Weir's twenty-five (25) years of dedicated service in the City of Hudson from January 13, 1992 to January 13, 2017.

In accordance with our personnel practices the 25 Year Service Award includes a check in the amount of \$500.00.

746367:

Motion by Lee Ann Minton, Seconded by Tyler Mattison to **present 25-Year Service Award to Charles A. Weir**, CARRIED: 6-0 by roll call vote.

APPROVE: Ronald Keck – 20-Year Service Award

On behalf of the citizens of Hudson, the Hudson City Council extends its appreciation for Ron Keck's twenty (20) years of dedicated service in the City of Hudson from December 1, 1996 to December 1, 2016.

In accordance with our personnel practices the 20 Year Service Award includes a check in the amount of \$500.00.

746368:

Motion by Lee Ann Minton, Seconded by Tyler Mattison to **present 20-Year Service Award to Ronald B. Keck**, CARRIED: 6-0 by roll call vote.

APPROVE: Conditional Use Permit – 319 Grove Street

Ryleigh Brenner is requesting a Conditional Use Permit to open a daycare in a residential area located at 319 Grove Street.

City Code allows for daycares to be included in a residential zone upon application for a Conditional Use Permit and approval of the governing body.

At a meeting on Wednesday, February 15, 2017, the Planning Commission unanimously recommended that Council approve the Conditional Use Permit request for a daycare located at 319 Grove Street.

746369:

Motion by Rick Moreno, Seconded by Tyler Mattison to **approve the Conditional Use Permit for a daycare at 319 Grove Street**, CARRIED: 6- 0 by roll call vote.

APPROVE: 2017-2021 Parks and Recreation Master Plan

The Draft 2017-2021 Parks and Recreation Master Plan has now been available for public review and comment for over 30 days, and the public hearing on the plan has been completed today. The plan may now be adopted by the City and forwarded to the Department of Natural Resources for approval.

The resolution adopts the plan, and allows us to submit it to the DNR prior to their March 1st deadline for 2017 Recreation Plans. The plan will be effective for 5 years, and may be amended during that time, if needed.

746370:

Motion by Carl Sword, Seconded by Tyler Mattison to **approve the Resolution to adopt the 2017-2021 Parks and Recreation Master Plan and authorize the City Manager to submit the plan to the Department of Natural Resources**, CARRIED: 6-0 by roll call vote.

APPROVE: Amendment to the Employee Handbook

Section 315 of the Employee Handbook includes these conditions on the accrual of Paid Time Off (PTO):

In the event that available PTO is not used by the end of the benefit year, employees may carry unused time forward to the next benefit year. If the total amount of unused PTO reach a “cap” equal to 15 PTO days, further accrual will stop. When the employee used PTO and brings the available amount below the cap, accrual will be again.

In practice, the “cap” of 15 days discourages the use of PTO during the end of the year, and those who do use it begin the year with minimal accrued leave, which discourages its use during the early part of the year. In order to encourage the use of PTO earlier in the year, as well as over the Holidays, the City Manger is recommending to increase the accrual limit on PTO days from 15 to 20, while continuing to permit 15 unused PTO days to be carried over to the next year. As an example, this would allow an employee with 20 days of accrued PTO to take a week off in December, and still carry 15 days over into the new year. City Manager is recommending to amend the above paragraph of Section 315 to read:

In the event that available PTO is not used by the end of the benefit year, employees may carry up to 15 days of unused time forward to the next benefit year. If the total amount of unused PTO reaches a “cap” equal to 20 PTO days, further accrual will stop. When the employee uses PTO and brings the available amount below the cap, accrual will begin again.

746371:

Motion by Lee Ann Minton, Seconded by Rick Moreno to **approve the Amendment to the Employee Handbook increasing the paid time-off accrual limit to 20 days, while maintaining the 15 day limit on paid time-off days able to be carried over annually**, CARRIED: 5-1 by roll call vote. (Camp, Mattison, Minton, Moreno, Sword – yes VandeZande – no)

APPROVE: City Office Repairs

The City has received a quote to complete the trim work in the 3 City offices as part of the project begun last summer. This work is to complete the inside trim-out and insulation of 4 windows recently replaced in the Treasurer's, City Manager's and Assessor's offices, as well as installation of base boards and crown molding in these same 3 rooms.

After trying for some time and failing to secure a quote for this work from another area contractor, Claude Rowley referred Mr. Rod Neblo to us. Mr. Neblo is a veteran trim carpenter, and will complete this work for \$2850. He can start almost immediately if Council approves.

746372:

Motion by Tyler Mattison, Seconded by Rick Moreno to **approve the Quote from Mr. Rod Neblo of Tecumseh for City Office Trim Work for \$2850**, CARRIED: 6-0 by roll call vote.

UNFINISHED BUSINESS:**Bills:****Bills to be Approved for Payment: \$39,897.38**

Patriots Fire Service	\$ 1,015.54	ALS Unit #823 Front Brakes & Rotors
BHS Insurance Agency	\$ 1,346.00	Add 2017 International Dump Truck
Consumers Energy	\$ 2,824.49	February 2017 WTP/DPW Electricity
Consumers Energy	\$ 3,594.77	January 2017 WWTP Electricity
Michigan Municipal League	\$ 6,736.00	2 nd Qtr 2017 Workers Comp Premium
Bank of New York Mellon	\$ 7,395.81	Water Bond Bi-Annual Interest Pymt
Blue Cross Blue Shield of MI	\$ 16,984.77	March 2017 Health Insurance Premium

No Bills to be Confirmed:**746373:**

Motion by Lee Ann Minton, Seconded by Tyler Mattison to **approve to pay the bills**, CARRIED: 6-0 by roll call vote.

Department Head Reports from January 2017:**746374:**

Motion by Tyler Mattison, Seconded by Carl Sword to **accept the Department Head Reports from January 2017 and place on file**, CARRIED: 6-0 by roll call vote.

Account Payable Report from January 2017:**746375:**

Motion by Tyler Mattison, Seconded by Rick Moreno to **accept the Account Payable Report from January 2017 and place on file**, CARRIED: 6-0 by roll call vote.

MINUTES FROM BOARDS AND COMMISSIONS:**Planning Commission minutes dated February 15, 2017****746376:**

Motion by Tyler Mattison, Seconded by Rick Moreno to **accept the Planning Commission minutes dated February 15, 2017 and place on file.** CARRIED: 6-0 by roll call vote.

CITY MANAGER'S REPORT:

- The initial preconstruction meeting with our Design-Build team for the Wastewater and Sewer Rehabilitation Project was held on Wednesday, February 8th. Our Owner's Advisor, Gregg Simon from Jones & Henry Engineers attended the meeting, as well as Ted Hutchison, Phil Goodlock, Dave Harvey and Aaro Catlin from Fleis & VandenBrink and Steven Hartsel. We held a follow-up conference call on Monday, February 13th to discuss specific elements of the Project which could be completed using alternate engineering methods in order to either simplify operations or save costs. Fleis & VandenBrink has begun the surveys for the project, including the WWTP area and the areas where we plan on improving the collection system.
- We received a preliminary contract from Fleis & VandenBrink for preconstruction services. The City Manager has reviewed this with our Owner's Advisor and we will be responding within the next few days. Unfortunately, we will not have an agreed-upon contract in time to consider by this week's Council meeting. The contract negotiations primarily concern terms encompassing cost, schedule, payment terms and use of the design product.
- Representatives from the Department of Environmental Quality will be meeting with us on February 22nd to discuss the WWTP Rehabilitation project and to tour the plant.
- Mr. Hartsel attended the Annual Lenawee Now Stakeholders Meeting on February 15th. This meeting focused on County-wide economic developments, and included the Hi-Lex Controls expansion, as well as other important events, such as the very fortunate new GM contract at Adrian's Inteva Plant.

This is a final reminder that One Lenawee, the County, and the Michigan State University Extension Office will be hosting a Civic Forum at the Community Center on Thursday, February 23rd from 4-6 p.m. This forum is intended to allow public input into a new County-wide master vision plan. Some of us attended one of the two kickoff meetings at Siena Heights for the overall County-wide effort.

The Midwest Volkswagen Jamboree will again be held in Hudson, for the fifth consecutive year, on June 3-4th.

ADJOURNMENT:**746377:**

Motion by Lee Ann Minton, seconded by Tyler Mattison to **adjourn the meeting at 8:00 p.m.**

APPROVED: _____
Carmel Camp, Mayor

ATTEST: _____
Jeaniene McClellan, City Clerk

REVIEWED BY: _____
Denis F. Jodis, City Attorney
Dated: _____