

CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
January 17, 2017 at 7:00 p.m.

746338:

The regular meeting 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, Rick Moreno, and Darlene VandeZande

ABSENT: Lee Daugherty and Tyler Mattison

ALSO PRESENT: WWTP Superintendent Ted Hutchison, Brad VandeZande, Deputy City Clerk Linda Cross, DPW Superintendent Phil Goodlock, Maria Bloomer, Dan Cherry, City Manager Steven Hartsel and City Clerk Jeaniene McClellan.

ORDERS OF THE DAY:**Excuse Absent Members:****746339:**

Motion by Lee Ann Minton, Seconded by Rick Moreno to **excuse Councilmembers Tyler Mattison and Lee Daugherty from the meeting**, CARRIED: 5-0 by roll call vote.

Approval of Minutes of December 20, 2016:**746340:**

Motion by Lee Ann Minton, Seconded by Rick Moreno to **approve the minutes from December 20, 2016 and place on file**, CARRIED: 5-0 by roll call vote.

Approval of Minutes of January 10, 2017:**746341:**

Motion by Lee Ann Minton, Seconded by Rick Moreno to **approve the minutes from January 10, 2017 and place on file**, CARRIED: 5-0 by roll call vote.

Approval of Minutes of January 11, 2017:**746342:**

Motion by Lee Ann Minton, Seconded by Carl Sword to **approve the minutes from January 11, 2017 and place on file**, CARRIED: 5-0 by roll call vote.

Approval of Minutes of January 12, 2017:**746343:**

Motion by Lee Ann Minton, Seconded by Carl Sword to **approve the minutes from January 12, 2017 and place on file**, CARRIED: 5-0 by roll call vote.

PUBLIC COMMENT:

None received

NEW BUSINESS:**APPROVE: Annual MDOT Performance Resolution for Governmental Agencies**

Adopting the resolution will allow the City to continue to receive MDOT approval for the different parades along the trunkline throughout the year.

***** Lee Daugherty arrives at 7:07 p.m. *****

746344:

Motion by Lee Ann Minton, Seconded by Rick Moreno to **adopt the attached resolution “Annual Application and Permit for Miscellaneous Operations Within State Trunkline Right of Way” for the calendar year 2017, CARRIED: 6-0 by roll call vote.**

ACCEPT: Capital Improvement Project Plan for 2017-2023

As required annually, the Planning Commission approved the attached Capital Improvement Project Plan at their December 28, 2016 meeting. The Plan covers a time period of 6 years.

Current FY	SAW Storm/Wastewater Imp. (100% Grant)	\$ 660,000
16-17	2017 Street Improvement Project – N Munson/West	\$ 320,000
	City NE Parking Lot Paving (65% DDA)	\$ 205,000
	Local Bridge Maintenance (MDOT Grant)	\$ 225,000
	DPW Vehicle Replacement	\$ 110,000
	Thompson Trail Phase I (Memorial Park to Main)	\$ 5,000
17-18	WWTP Rehabilitation Project (SRF Loan)	\$ 5,100,000
	City NW Parking Lot Paving (75% DDA)	\$ 150,000
	Murdock Trail RR Bridge Preservation (75% Grant)	\$ 200,000
	2018 Street Improvement Project – Seward	\$ 250,000
	Thompson Trail Phase II (Partial Paving)	\$ 80,000
	HPD Patrol Vehicle	\$ 45,000
	Fire Station Floor/Wall Repairs (Eng. Survey)	\$ 10,000
18-19	City SE (Library) Parking Lot Paving	\$ 120,000
	2019 Street Improvement Project – Wilcox/Lincoln	\$ 275,000
	Thompson Trail Phase III (Finish Paving)	\$ 80,000
	HFD Engine I Replacement (Comm Loan)	\$ 600,000
	DPW Tractor Replacement	\$ 40,000
19-20	2020 Street Improvement Project – NMG Ph I	\$ 300,000
	Railroad-Tiffin Bridge-Trail (DNR Grant)	\$ 750,000
20-21	2021 Street Improvement Project – NMG Ph II	\$ 300,000
21-22	2022 Street Improvement Project – NMG Ph III	\$ 300,000
22-23	2023 Street Improvement Project – NMG Ph IV	\$ 300,000

Approved by City of Hudson Planning Commission on December 28, 2016

746345:

Motion by Lee Ann Minton, Seconded by Carl Sword to **accept the 2017-2023 Capital Improvement Project Plan from the Planning Commission, CARRIED: 6-0 by roll call vote.**

AUTHORIZE: Draft Master Plan Review and Approval to Distribute

The Michigan Planning Enabling Act (P.A. 33 of 2008) establishes the process by which a city may amend its Comprehensive (Master) Plan.

At its December 28th meeting, the Planning Commission passed a resolution to forward the draft amended Master Plan to City Council for review and approval to distribute. If Council approves the plan for distribution, the Planning Commission will send a Notice of Intent to Plan and a copy of the proposed Master Plan to the Planning Commissions of neighboring municipalities, and the County Planning Commission, which begins a 63-day comment period. A public hearing would then be held, after which the Planning Commission would hold a vote to approve the Master Plan.

746346:

Motion by Lee Ann Minton, Seconded by Lee Daugherty to **receive the draft amended Master Plan and approve it for distribution**, CARRIED: 6-0 by roll call vote.

APPROVE: Fire/Rescue Contract with Hudson Township

The City has had a Fire/Rescue contract with Hudson Township for a number of years. Fire Chief Jerry Tanner has proposed a contract renewal between Hudson Township and the City of Hudson for a three-year period commencing on July 1, 2017 and terminating at 12:00 midnight on June 30, 2020. Hudson Township approved the contract on January 9th.

The contract calls for up to 60 fire/rescue runs in the township per year. Additional runs will be at the rate of \$100.00 per run.

The contract rate is as follows:

2017-2020: \$29,100 paid in quarterly installments of \$7,275.00 commencing on July 1, 2017.

In the event either party to this contract becomes a member of a statutory district, that party shall have the right to terminate this contract by thirty (30) days after delivery of the termination notice.

746347:

Motion by Lee Daugherty, Seconded by Carl Sword to **approve the Fire/Rescue contract between Hudson Township and the City of Hudson for a three-year period commencing on July 1, 2017**, CARRIED: 6-0 by roll call vote.

AUTHORIZE: Seek Proposals for Financial Advisor for WWTP Project

The financing for the upcoming Wastewater Treatment Plant and Sewer Rehabilitation Project will be provided by a loan from the State Revolving Fund (SRF) Program in conjunction with the department of Environmental Quality (DEQ). This will be repaid by the issuance of municipal revenue bonds, toward which a Bond Counsel has been retained.

Both the DEQ and our Bond Counsel highly recommend that we obtain a Financial Advisor to oversee and make recommendations regarding the various financial aspects for the project. There are numerous Financial Advisors in the State who specialize in this exact role.

As the City Manager had discussed previously, the two primary advisory positions available to assist the City Staff and safeguard the City's interest throughout the project are an Engineer Owner's Advisor and a Financial Advisor. If employed, these services would be paid for out of the SRF loan.

746348:

Motion by Lee Ann Minton, Seconded by Lee Daugherty to **authorize the City manager to solicit proposals for a Financial Advisor to the City for the WWTP and Sewer Rehabilitation Project**, CARRIED: 6-0 by roll call vote.

APPROVE: Design-Build Team for WWTP and Sewer Rehabilitation Project

The City requires a Design-Build Team for the upcoming State Revolving Fund Wastewater Treatment Plant and Sewer Rehabilitation Project. This team consists of both the Engineer and Contractor, as part of the Progressive Design-Build project delivery method approved by the State.

Eight Design-Build teams submitted responses to the City's Request for Qualifications for the project. Three qualified teams (Kokosing-Symbiont, Fishbeck, Thompson, Carr & Huber, and Fleis and VandenBrink) were "short-listed" for further consideration and each has appeared before Council seeking to be selected as the Design-Build team for the project. Once Council selects a team, the next step would be to negotiate a contract between the selected Design-Build team and the City to provide Preconstruction (initial design and cost development) services for the Project. That contract would be brought back to Council for approval.

746349:

Motion by Lee Ann Minton, Seconded by Lee Daugherty to **enter into a discussion regarding the selection of the Design-Build team for the WWTP Rehabilitation Project**, CARRIED: 6-0 by roll call vote.

Council members discussed the relative merits of the proposals and presentations of the three Design-Build teams vying for the Wastewater Rehabilitation Project.

746350:

Motion by Lee Ann Minton, Seconded by Lee Daugherty to **approve Fleis & VandenBrink to be the Design-Build Team for the WWTP and Sewer Rehabilitation Project, to select Fishbeck, Thompson, Carr & Huber to be the alternate team, if necessary, and authorize City Manager Steven Hartsel to negotiate a contract with the selected team for Preconstruction services on the project**, CARRIED: 6-0 by roll call vote.

UNFINISHED BUSINESS:**Bills:****Bills to be Approved for Payment: \$139,598.37**

Lenawee Cty Road Commission	\$ 1,032.41	Munson Hwy Striping Material
Blissfield Heating & Plumbing	\$ 1,215.00	Museum Boiler Circulating Pump
Blackbaud/Financial Edge	\$ 1,553.60	Dec 2016 Upgrade Progress Billing
Detroit Salt Company	\$ 2,422.36	50.55 Tons Deicing Salt for DPW
Tri-County Int'l Truck	\$ 133,375.00	2017 International Dump Truck

Bills to be Confirmed: \$5,750.00

Ray Taylor	\$ 1,100.00	Rental Inspections for Dec 2016
G & G Glass	\$ 4,650.00	5 New Windows for City Hall

746351:

Motion by Rick Moreno, Seconded by Carl Sword to **approve to pay the bills**, CARRIED: 6-0 by roll call vote.

Department Head Reports for December 2016**746352:**

Motion by Lee Daugherty, Seconded by Rick Moreno to **accept the Department Head Reports for December 2016 and place on file**. CARRIED: 6-0 by roll call vote.

Financial Report for December 2016**746353:**

Motion by Rick Moreno, Seconded by Lee Daugherty to **accept the Accounts Payable Report for December 2016 and place on file**. CARRIED: 6-0 by roll call vote.

MINUTES FROM BOARDS AND COMMISSIONS:**Planning Commission Minutes dated January 3, 2017 (Pending Approval)****746354:**

Motion by Lee Ann Minton, Seconded by Moreno to **accept the Planning Commission minutes dated January 3, 2017 (pending approval) and place on file**. CARRIED: 6-0 by roll call vote.

CITY MANAGER'S REPORT:

- DPW took delivery of the new International dump truck last week. The current truck will remain in service for specialized use until no longer operable.
- Police Chief Charlie Weir will be absent for the foreseeable future due to family illness. He will be taking a leave of absence under the provisions of the Federal Family Medical leave Act. Sergeant Ron Keck is taking Chief Weir's day shift during the Chief's absence.
- We mailed out a Parks and Recreation Questionnaires to each household in the City to offer the opportunity for public input to the Parks & Recreation Master Plan currently being developed. Of over 700 forms sent, 36 were returned. 6 respondents chose to either respond with comments not pertaining to Parks and Recreation or returned a blank form. The remaining 30 responses will be incorporated into the Draft Plan, which will be available for a public review period commencing January 20th.
- The State has received the City's Community Center Fund Deficit Elimination Plan, and we are awaiting approval by the Treasury Department prior to proceeding with the next procedural step of requesting reconsideration for certification to issue municipal securities. This is a prerequisite to the anticipated City revenue bond issuance to finance the WWTP Rehabilitation Project later this year.
- 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.
- After much hard work, the City Treasurer has been able to bring the new accounting software program online for the City. Other City staff are also becoming familiar with the program. You may have already noticed the different appearance of the Council paychecks, in particular the absence of Social Security numbers.

ADJOURNMENT:

746355:

Motion by Lee Ann Minton, seconded by Rick Moreno to **adjourn the meeting at 8:04 p.m.**

APPROVED: _____
Carmel Camp, Mayor

ATTEST: _____
Jeaniene McClellan, City Clerk

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