

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
ORGANIZATIONAL MEETING
November 14, 2016 at 7:00 p.m.**

746281:

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

ROLL CALL: PRESENT: Carmel Camp, Namrata Carolan, Lee Ann Minton, Lee Daugherty, Rick Moreno, Tyler Mattison and Carl Sword
ABSENT: None

ALSO PRESENT: Ann Daugherty, Wes Boyd, WWTP Superintendent Ted Hutchison, Deputy Clerk Linda Cross, City Manager Steven Hartsel, and City Clerk Jeaniene McClellan.

ORDERS OF THE DAY:**Approval of Minutes:****746282:**

Motion by Namrata Carolan, seconded by Lee Daugherty to **approve the minutes of October 18, 2016, and place on file**, CARRIED: 7-0 by roll call vote.

Department Head Reports:**746283:**

Motion by Namrata Carolan, seconded by Carl Sword to **accept the Department Head Reports for October 2016, and place on file**, CARRIED: 7-0 by roll call vote.

Financial Report:**746284:**

Motion by Namrata Carolan, seconded by Rick Moreno to **accept the Financial Report for October 2016, and place on file**, CARRIED: 7-0 by roll call vote.

Bills:**Bills to be Approved for Payment: \$126,325.01**

Modern Waste Systems	\$ 1,050.00	City-wide Fall Clean Up Oct 2016
McKenna & Associates	\$ 1,105.00	Master Plan Progress Oct 2016
Michigan DEQ	\$ 1,278.78	Annual Water Supply Fee
Detroit Salt Company	\$ 2,240.42	50.11 Ton Deicing Salt
Consumers Energy	\$ 3,468.02	Oct 2016 Street Lights Electricity
Innovative Software Svc	\$ 3,605.00	Annual City Income Tax Support
Lenawee Cty Road Comm	\$ 5,288.18	Cobb Street Overlay Balance Due
McKenna & Associates	\$ 5,700.00	Parks & I Rec Plan Progress Oct 2016
Michigan Municipal League	\$ 6,738.00	1 st Qtr 2017 Workers Comp Premium
Philip R Rubley	\$ 8,650.00	FYE 2016 Annual Audit Fee
Lenawee Cty Road Comm	\$87,201.61	Munson Hwy Paving Balance Due

Council marked their ballots, and Deputy Clerk Linda Cross collected the ballots and City Clerk Jeaniene McClellan read aloud each member's ballot of votes cast for Mayor. Carmel Camp received five votes and Lee Daugherty received two of the votes for Mayor, and the City Clerk announced that Carmel Camp was elected Mayor for 2017.

Vote Cast For:

Carmel Camp
Carmel Camp
Carmel Camp
Carmel Camp
Carmel Camp
Lee Daugherty
Lee Daugherty

By Council Person:

Tyler Mattison
Rick Moreno
Carmel Camp
Carl Sword
Lee Ann Minton
Namrata Carolan
Lee Daugherty

Election of Mayor Pro Tem:

The election of the Mayor Pro-Tem occurred with the same election process as for Mayor. Rick Moreno, Tyler Mattison, Lee Ann Minton, Namrata Carolan and Carl Sword withdrew their names, and Mayor Camp instructed the Council members to line out their names on the ballot. As the only remaining candidate, Lee Daugherty received all of the votes for Mayor Pro Tem and the City Clerk announced that Lee Daugherty was elected Mayor Pro-Tem for 2017.

746287:

Motion by Lee Ann Minton, seconded by Rick Moreno to **have a unanimous vote for Lee Daugherty for Mayor Pro-Tem**, CARRIED: 7-0 by voice vote.

Oath of Office to Mayor and Mayor Pro Tem:

Deputy Clerk Linda Cross administered an Oath of Office to Carmel Camp as Mayor, and to Lee Daugherty as Mayor Pro Tem.

PUBLIC COMMENT:

No Public comment received

NEW BUSINESS:

Rules of Procedure:

Every year the Council reviews and adopts its Rules of Procedure. A copy of the Rules of Procedure for 2016-2017 for Council's review for adoption was attached.

746288:

Motion by Namrata Carolan, seconded by Rick Moreno to **adopt the Hudson City Council Rules of Procedure for 2016-2017 as presented**, CARRIED 7-0 by roll call vote.

Code of Conduct:

Every year the Council reviews and adopts its Code of Conduct. A copy of the Code of Conduct for the Hudson City Council for 2016-2017 was attached.

746289:

Motion by Namrata Carolan seconded by Carl Sword to **adopt the Hudson City Council Code of Conduct for 2016-2017 as presented, CARRIED 7-0 by roll call vote.**

CITY MANAGER'S REPORT:

- The work on the Northeast Parking Lot is now virtually complete. Upon the recommendation of our Project Engineers, the prime contractor directed additional subcontractors to further improve drainage contouring and to create a uniform finished appearance to the lot. This work was completed last weekend, and we are now expecting the Engineers to verify that the work is satisfactory.
- The County Road Commission has completed striping down N. Munson Highway to wrap up the 2016 street paving projects. Again this year, the Road Commission has provided high-quality paving services to the City for a low relative cost.
- During the recently-completed sewer cleaning and televising, a leak into the sanitary sewer system was discovered at the site of the emergency repairs across the Bean Creek last year. This week, Mead Brothers sealed the leak under warranty.
- We have received several inquiries regarding our Request for Qualifications (RFQ) for the Wastewater Treatment Plant Improvement Project. Multiple Design-Build teams have conducted on-site visits in order to fine-tune their responses. We expect to receive several Statements of Qualification (SOQs) by the November 23rd deadline for submissions.
- The lights for the City Christmas Tree have been ordered, and will arrive in time for the Christmas Parade. In order to place the bulbs high enough on the tree, we expect to contract with a tree service to perform this work.
- The windows for the City Offices are expected to arrive at the contractor's offices during Thanksgiving week, and will be installed shortly thereafter. The only remaining office work at that point will be the floor, ceiling and window trim.
- New City Assessor Victoria Enyart has begun working, and has met with County Administrator Marty Marshall. As requested by the State, we are drafting a new corrective action plan and will submit this prior to the December 1st deadline.
- We expect to take delivery of the new DPW dump truck within the next 6 weeks. It is currently being fitted out, and will likely be tasked with snow removal upon arrival.

ADJOURNMENT:**746290:**

Motion by Lee Daugherty, seconded by Namrata Carolan to **adjourn the meeting at 7:36 p.m.**

APPROVED: _____
Carmel Camp, Mayor

ATTEST: _____
Jeaniene McClellan, City Clerk

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