

**CITY COUNCIL**  
**121 N CHURCH STREET, HUDSON, MI**  
**REGULAR MEETING**  
**June 21, 2016 at 7:00 p.m.**

**746194:**

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, Namrata Carolan, Rick Moreno, Lee Daugherty Tyler  
 Mattison, Lee Ann Minton, and Carl Sword

ABSENT: None

ALSO PRESENT: Police Chief – Charlie Weir, Lenawee County Commissioner Jim Driskill, WWTP Superintendent Ted Hutchison, Dan Cherry, Fleis & VandenBrink – Craig Shumaker, Lenawee Now – Tim Robinson and Jim VanDoren, Deputy Clerk Linda Cross, City Manager Steve Hartsel and City Clerk Jeaniene McClellan.

**ORDERS OF THE DAY:****Setting the Agenda:****746195:**

Motion by Namrata Carolan, seconded by Rick Moreno to approve to add under New Business Accept Quote: Re-Roof RAS Building at WWTP as Item H, and to add Approve: Tennis Court Rehabilitation Materials Purchase as Item I, CARRIED: 6-1 by roll call vote (Camp, Carolan, Daugherty, Minton, Moreno, Sword – yes - Mattison – no)

**Approval of Minutes:****746196:**

Motion by Namrata Carolan, seconded by Carl Sword to **approve the minutes of June 07, 2016 and place on file**, CARRIED: 7-0 by roll call vote.

**PUBLIC COMMENT:**

Lenawee County Commissioner – Jim Driskill; Updated Council on the latest news in Lenawee County.

**PRESENTATION:**

Jim VanDoren and Tim Robinson briefed Council on their Economic Development efforts related to Hudson over the past year.

**NEW BUSINESS:****APPROVE: Fiscal Year End – Budget Amendments**

City Treasurer, Marcia Willett has requested Council to approve the budgeted fiscal year-end transfers in order to properly close-out the financial year.

-Authorize budgeted transfer from Major Streets in the amount of \$31,000.00

-Authorize budgeted transfers from the Income Tax fund in the amount of \$372,928.00

-Authorize budgeted transfers from the General Fund to other City departments to balance their department expenses in the amount of \$48,143.00

**746197:**

Motion by Lee Ann Minton, seconded by Rick Moreno to **authorize budgeted transfers in the amount of \$31,000 from Major Streets, \$372,928 from Income Tax and \$48,143 from General Funds for the fiscal year ending June 30, 2016, CARRIED 7-0 by roll call vote.**

**APPROVE: Recreation Master Plan Proposal**

The Department of Natural Resources and other State agencies require a current Recreation Master Plan (less than 10 years old) in order to qualify for grant funding and other assistance. The City's previous Recreation Master Plan has expired.

The City has requested a proposal from McKenna Associates to draft a new Recreation Master Plan. McKenna Associates is the firm that prepared the City's current Master Plan. McKenna Associates is the firm that prepared the City's current Master Plan. McKenna has proposed preparing the new Recreation Master Plan for \$9,500.00. This project is funded in the Fiscal Year 16/17 budget. In addition to coordinating public input and preparing the plan, their fee includes submission and follow-up with the Department of Natural Resources to ensure the plan is approved.

**746198:**

Motion by Carl Sword, seconded by Lee Ann Minton to **approve the proposal from McKenna Associates of Northville, MI to prepare a new Recreation Master Plan for \$9,500.00 from the Recreation Department fund, CARRIED 5-2 by roll call vote. (Camp, Daugherty, Minton, Moreno, Sword – yes Carolan and Mattison – no)**

**APPROVE: Purchase Trail Message Board**

The City is wishing to install an in-ground message board at the Findlay/Engle trailhead at M-34 and Munson Hwy. The City obtained quotes for this board and wish to purchase the item from Kirby Built Products, Inc. for \$1,928.81 (including shipping) from the Current Year Major and Minor Street Non-Motorized funds. This purchase fulfills our annual requirement to spend a minimum of 1 per cent (or at least \$1,760.00) of our State Transportation funding on non-motorized projects.

**746199:**

Motion by Namrata Carolan, seconded by Carl Sword to **authorize the purchase of a Message Sign Board from Kirby Built Products, Inc. for \$1,928.81 from the Major and Minor Street Non-Motorized Funds, CARRIED 6-1 by roll call vote (Camp, Carolan, Daugherty, Minton, Moreno, Sword – yes - Mattison – no)**

**APPROVE: Purchase of Fall Trees**

The City has budgeted \$6,000 additional dollars for the purchase of trees in the FY 15/16 budget. The City previously planted 15 flowering trees for the east end of the Findlay Trail for \$2,250.00. We are also wishing to purchase more trees for the City boulevards and Cemetery.

R & W Nurseries has provided a quote for 24 Maple Trees for a price of \$3,600 delivered. These trees would be planted throughout the City in order to phase in younger trees with the many City trees approaching the ends of their lives. We wish to repeat these purchases in future years in order to keep an abundant stock of healthy and vital trees along our streets.

**746200:**

Motion by Namrata Carolan, seconded by Lee Ann Minton to **approve the purchase of 24 Maple trees from R & W Nurseries for \$3,600.00 from the Forestry fund, CARRIED 7-0 by roll call vote.**

**APPROVE: Lenawee Now Annual Contribution**

City Staff met several months ago with the staff of Lenawee Now (formerly the LEDC) to agree to ways to work more closely together and draw on Lenawee Now's expertise to increase Economic Development efforts in Hudson. Some of these efforts were discussed during this evening's presentation by Lenawee Now.

We believe that Lenawee Now's work with the City over the past year warrants the full amount of the annual contribution of \$3,000 requested by Lenawee Now.

**746201:**

Motion by Lee Ann Minton, seconded by Namrata Carolan to **approve the contribution of \$3,000.00 to Lenawee Now from the Civic Promotion/Marketing fund for their Economic Development efforts for the City over the past year, CARRIED 7-0 by roll call vote.**

**APPROVE: Purchase DPW Dump Truck**

DPW Superintendent Phil Goodlock received 2 bids on a brand new truck for his department.

Tri-County International Trucks, Inc  
3001 E. High St  
Jackson, MI 49203  
\$133,375.00

Kalida Truck Equipment, Inc.  
30840 Tracy Rd  
Walbridge, OH 43465  
\$136,235.00

**746202:**

Motion by Lee Ann Minton, seconded by Rick Moreno to **approve to purchase new dump truck from Tri-County International for the sum of \$133,375.00 from the line item 640-875-977.100, CARRIED 7-0 by roll call vote.**

**APPROVE: Payment Application 1 & Change Order 1, NE Parking Lot Reconstruction Project, and Change Order 1 to the West Street Reconstruction Project**

Payment Application 1 for the Northeast Parking Lot Reconstruction Project is in the amount \$111,350.23. This is for work through June 3<sup>rd</sup>.

Change Order 1 adds \$6,388.85 to the contract primarily for additional work on a large area of soft ground and removal of concrete slabs discovered during excavation.

Change Order 1 to the West Street Reconstruction Project extends the sidewalk to Railroad St. for \$6,079.50.

**746203:**

Motion by Namrata Carolan, seconded by Lee Ann Minton to **approve Payment Application 1 for NE Parking Lot Reconstruction Project in the amount of \$111,350.23 and approve Change Order 1 for \$6,388.85, and approve Change Order 1 for the West Street Reconstruction Project for \$6,079.50, CARRIED 7-0 by roll call vote.**

**ACCEPT QUOTE: Re-Roof RAS Building at WWTP**

The City received no sealed bids to re-roof the RAS out-building at the Wastewater Treatment Plant. With the budget item for this project about to expire with the close of the fiscal year, we asked Braman Roofing to provide a quote for this project while they were working on the City Office roof last week. The attached quote from Braman Roofing is for \$3,765.00 for 235 lb/square shingles, and \$3,910.00 for 250 lb/square shingles. \$4,000.00 is budgeted for this project. City Manager is recommending the heavier shingles. Both quotes also include re-roofing the Chlorine Building.

**746204:**

Motion by Lee Ann Minton, seconded by Namrata Carolan to **approve accept the quote from Braman Roofing to re-roof the Wastewater Treatment Plant RAS building and Chlorine building for \$3,910.00 from the Sewage Treatment Capital Outlay Fund, CARRIED 6-1 by roll call vote.** (Camp, Carolan, Daugherty, Minton, Moreno, Sword – yes - Mattison – no)

**APPROVE: Tennis Court Rehabilitation Material Purchase**

The tennis courts at Will Carleton Park have become seriously deteriorated, and are both an eyesore and unusable in their current condition. Ron Rayba surveyed the courts and provided the attached quote from Tennis Universal tennis equipment supply company for the materials to refurbish the courts; the quote is for \$6,816.96. This project is budgeted in our current fiscal year Rec Dept. budget.

If approved, Mr. Rayba has offered to oversee the refurbishing after the materials are received.

**746205:**

Motion by Namrata Carolan, seconded by Lee Ann Minton to **accept the quote from Tennis Universal, Inc. for the refurbishing materials for the tennis courts at Will Carleton Park for \$6,816.96 from the Rec Dept. Fund, CARRIED 6-1 by roll call vote.** (Camp, Carolan, Daugherty, Minton, Moreno, Sword – yes - Mattison – no)

**UNFINISHED BUSINESS:****Bills:****Bills to be Approved for Payment: \$89,887.54**

PVS Nolwood Chemicals	\$ 1,113.35	6 Drums Ferrous Chloride for WWTP
Elhorn Engineering Co	\$ 1,452.00	120 gals Aquadene Chemicals for WTP
Fleis & Vandenbrink	\$ 1,500.00	May 2016 NE Parking Lot Engineering
Consumers Energy	\$ 2,455.10	June 2016 DPW/WTP Electricity
Consumers Energy	\$ 2,972.77	June 2016 WWTP Electricity
Fire Safety Services	\$ 5,097.00	3 sets of Turn Out Gear for HFD
Fleis & Vandenbrink	\$ 12,500.00	April 2016 NE Parking Lot Engineering
Fleis & Vandenbrink	\$ 12,402.35	May 2016 Bridge Improvements Progress
Fleis & Vandenbrink	\$ 15,000.00	April 2016 West Street Progress
Fleis & Vandenbrink	\$ 17,394.97	April 2016 Bridge Improvements Progress
Fleis & Vandenbrink	\$ 18,000.00	May 2016 West Street Progress

**Bills to be Confirmed: \$28,220.88**

Fleis & Vandenbrink	\$ 1,140.00	April 2016 RR Bridge Rehabilitation
Consumers Energy	\$ 3,347.88	May 2016 Street Lights Electricity
Consumers Energy	\$ 3,555.00	NE Parking Lot New Street Light

Michigan Municipal League	\$ 6,738.00	3 <sup>rd</sup> Qtr 2016 Worker Comp Premium
Consumers Energy	\$ 13,440.00	NE Parking Lot Electrical Relocation

**746206:**

Motion by Namrata Carolan, seconded by Lee Ann Minton to **approve to pay the bills**, CARRIED: 7-0 by roll call vote

**Department Head Reports for May 2016:****746207:**

Motion by Namrata Carolan, seconded by Rick Moreno to **accept the Department Head Reports for May 2016 and place on file**, CARRIED: 7-0 by roll call vote

**Financial Report for May 2016:****746208:**

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

**CITY MANAGER'S REPORT:**

The NE Parking Lot Reconstruction is nearing completion. Paving is scheduled for Monday, June 2<sup>th</sup>. Consumers Energy completed the removal and underground relocation of 4 overhead power lines on June 16<sup>th</sup>. Remaining work on this project should be completed within the next 2 weeks. The West Street reconstruction is running ahead of schedule, with the sub-base and base placed on June 17<sup>th</sup>. Paving on this project is expected to occur around July 7<sup>th</sup>.

- As previously approved by Council, N. Church Street will be closed from Tuesday, June 21<sup>st</sup> through Sunday for the Celebrate Hudson Festival. Rides, crafters and vendors will be downtown, with the parade on Thursday evening. Music will be located adjacent to the City Offices on Thursday, Friday and Saturday.
- The roof has been replaced, above the City Offices. We will arrange for a quote from Adrian Environment for the remediation of the City Offices, although it appears only the City Manager's office will require any work. We will also obtain quotes for the 4 new windows budgeted for the new fiscal year.
- We are attempting to verify the thickness of the existing pavement on N Munson Highway prior to bringing the proposed contract to Council to have the Lenawee County Road Commission resurface the highway. The estimated quote for the job assumes an average pavement thickness of 3.5", and we wish to confirm this to avoid any significant increases in the cost of the job. We will also present the Road Commission proposal for the paving of Cobb Street at the next Council meeting.
- Wastewater Treatment Plant employee Jeff Gier has accepted a position with the City of Hillsdale. WWTP Superintendent Ted Hutchison has posted the position to be filled internally.
- Chief Weir and City Manager met with our State Senator last Friday to discuss the negative impact on our community of current Medical Marijuana laws and violations of the laws regarding limits to Land Contract sales. We drove the Senator to a neighborhood which has been affected by these laws and asked for his assistance at the state level.

**ADJOURNMENT:**

**746209:**

Motion by Namrata Carolan, seconded by Rick Moreno to **adjourn the meeting at 8:45 p.m.**

APPROVED: \_\_\_\_\_  
Carmel Camp, Mayor

ATTEST: \_\_\_\_\_  
Jeaniene McClellan, City Clerk

REVIEWED BY: \_\_\_\_\_  
Denis F. Jodis, City Attorney  
Dated: \_\_\_\_\_