

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
December 20, 2016 at 7:00 p.m.**

746316:

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, Rick Moreno, Lee Daugherty, Tyler Mattison,
and Lee Ann Minton
ABSENT: None

ALSO PRESENT: WWTP Superintendent Ted Hutchison, Dan Cherry, Wes Boyd, Dave Willhite, Lenawee County Commissioner Jim Driskill, High School Students Alexis Dickerson, Mercedes Emerson, and Amanda Snyder, City Manager Steven Hartsel and Deputy City Clerk Linda Cross.

ORDERS OF THE DAY:**Setting the Agenda:****746317:**

Motion by Lee Ann Minton, seconded by Lee Daugherty to **change the wording on item B from “Lee Daugherty” to “a Hudson Member”**, CARRIED: 6-0 by roll call vote.

Approval of Minutes:**746318:**

Motion by Tyler Mattison, seconded by Lee Daugherty to **approve the minutes of December 06, 2016 and place on file**, CARRIED: 6-0 by roll call vote.

PUBLIC COMMENT:

Lenawee County Commissioner – Jim Driskill updated council on the latest news in Lenawee County.

Dave Willhite– Hudson Business Owner- Addressed Council as to how unhappy he is with the snow removal process in front of his business on W, Main Street during the last snow event.

NEW BUSINESS:**APPOINT: Darlene VandeZande to the City Council**

Section 5.6 of the Charter of the City of Hudson directs Council to fill vacancies on the City Council within 30 days, for a term lasting until the Monday after the next regular city election. The vote of a majority of the remaining Council members is required to fill the vacancy.

The person filling the vacancy must meet the requirements for elective office, which are: he or she must have been a resident of the city for at least the last year; he or she must be a qualified and registered elector of the city; and he or she may not be in default to the city.

Darlene VandeZande has expressed an interest to fill the vacant Council position. She meets all of the requirements for appointment.

746319:

Motion by Lee Ann Minton, seconded by Tyler Mattison, to **appoint Darlene VandeZande to fill the vacancy on City Council created by the resignation of Namrata Carolan, with a term to expire on November 13, 2017**, CARRIED 6-0 by roll call vote

APPROVE: Appoint a Hudson Member to the District Library Board

The Hudson Carnegie District Library Agreement specifies that the City of Hudson shall appoint two members to the Hudson Carnegie District Library Board.

May Pro Tem Lee Daugherty and Cindy Corner currently serve as Board Members. Mr. Daugherty's current three-year term expires this month. Mr. Daugherty has requested to be reappointed.

746320:

Motion by Tyler Mattison, seconded by Carl Sword to **re-appoint Lee Daugherty to a three-year term on the Hudson Carnegie District Library Board, with a term to expire in December 2019**, CARRIED 5-1 by roll call vote. (Carmel Camp, Lee Daugherty, Tyler Mattison, Rick Moreno, Carl Sword (Yes). Lee Ann Minton (No).

APPROVE: Re-appoint Lisa Enerson to the Board of Review

Lisa Enerson of 411 Grove Street has requested to be re-appointed to the Board of Review. She has been a long-time resident in the City of Hudson, and has served 16 years on the Board of Review.

Lisa meets all of the requirements for re-appointment to the Board of Review.

746321:

Motion by Lee Ann Minton, seconded by Rick Moreno to **re-appoint Lisa Enerson to 3-year term on the Board of Review**, CARRIED 6-0 by roll call vote.

AUTHORIZE: HFD to Receive Donation

Representatives of MilkSource, LLC have contacted the Hudson Fire Department with an offer to make a \$2,500.00 donation to the Department, just as they have for the previous two years.

Council permission has been required in order to conduct fundraising activities, and while this would be a donation initiated by MilkSource, we wish Council to still affirm the donation.

746322:

Motion by Tyler Mattison, seconded by Rick Moreno to **authorize the Hudson Fire Department to accept a donation from MilkSource, with gratitude**, CARRIED 6-0 by roll call vote.

APPROVE: Bond Counsel for WWTP SRF Project

Miller-Canfield of Detroit has been the Bond Counsel for the City in previous bond-financed capital projects.

Jeffrey Aronoff of Miller-Canfield has provided the attached introductory letter outlining the services and costs for the bond issue to be used to finance the State Revolving Fund (SRF) Loan-funded Wastewater Treatment Plant Rehabilitation Project. His services are paid for after the fact out of the loan. He has offered to attend the next Council meeting on January 3rd to explain the bond issue process and answer any questions.

As part of the permitting for the SRF project, the DEQ requires us to identify our Bond Counsel.

746323:

Motion by Lee Ann Minton, seconded by Rick Moreno to **approve Miller Canfield of Detroit to be the City's Bond Counsel for the upcoming WWTP and Sewer Rehabilitation Project**, CARRIED 5-1 by roll call vote. Carmel Camp, Lee Daugherty, Lee Ann Minton, Rick Moreno, Carl Sword (Yes), Tyler Mattison (No).

RESOLUTION: Adopt Deficit Elimination Plan – Community Center Fund

A mentioned by City Auditor Phil Rubley last month, unanticipated Community Center maintenance expenses and loss of rental revenue at the adjacent rental property last year resulted in a year-end Community Center fund deficit of \$1,784.00. A shortage of even \$1 in any municipal fund at the close of a fiscal year is not in compliance with PA 34 of 2001, and precludes the issuance of municipal bonds until the City submits a Deficit Elimination Plan and it is approved by the State. Municipal Bonds will be the method of repaying the State Revolving Fund Loan for the Wastewater Rehabilitation Project scheduled for the end of 2017, so we wish to correct this as soon as possible.

The Resolution adopts the Deficit Elimination Plan, which shows that the Community Center Fund is solvent with current fiscal year revenue, which includes stable rental revenue from 313 W. Main and the recent rent increase from the Lenawee Department on Aging. We do require Council to approve an inter-fund transfer of \$2000 from the General Fund to the Community Center Fund to fill the fiscal year-end shortfall; my authority to do so without Council approval is limited to \$1000.

746324:

Motion by Lee Daugherty, seconded by Tyler Mattison to **approve the Resolution to Adopt the Deficit Elimination Plan for the Community Center Fund and authorize the transfer of \$2,000.00 from the General Fund to the Community Center Fund**, CARRIED 6-0 by roll call vote.

UNFINISHED BUSINESS:**Bills:****Bills to be Approved for Payment: \$32,485.62**

Mission Communications	\$ 1,198.20	Annual Subscription for Auto Dialers
Unique Paving Materials	\$ 1,656.00	17.25 Ton Cold Patch for Streets
Prodigy Networks	\$ 1,676.61	2016 Server Sequel Software
State of Michigan	\$ 1,950.00	2017 Annual Discharge Permit
Consumers Energy	\$ 2,637.95	Dec 2016 WTP Electricity
Blackbaud	\$ 5,892.98	Nov 2016 Accounting Program Progress
Blue Cross Blue Shield	\$ 17,473.88	Jan 2017 Employee Health Insurance

Bills to be Confirmed:

Blissfield Heating & Plumbing	\$ 1,348.75	Re-install HFD A/C Units in NE Parking Lot
Consumers Energy	\$ 3,441.84	Nov 2016 Street Lights' Electricity

746325:

Motion by Lee Daugherty, seconded by Tyler Mattison to **pay the bills**, CARRIED: 6-0 by roll call vote.

Department Head Reports for November 2016:**746326:**

Motion by Rick Moreno, seconded by Tyler Mattison to **accept the department head reports for November 2016 and place on file**, CARRIED: 6-0 by roll call vote.

Accounts Payable Report for November 2016:**746327:**

Motion by Rick Moreno, seconded by Tyler Mattison to **accept the accounts payable report for November 2016 and place on file**, CARRIED: 6-0 by roll call vote.

CITY MANAGER'S REPORT:

- The Office staff budget includes funding for a lunchtime office assistant. City Clerk Jeaniene McClellan coordinated with Hudson Area Schools and the IDS to arrange for a co-op student, and we now have Alyssa Pluta from Johnson Street working up front. Ms. Pluta is a National Honor Society member who desires to become an Accountant.
- We have selected 3 Design-Build teams to be the finalists for the Wastewater Improvement Project:
 - Kokosing Industrial of Toledo & Symbiont of Milwaukee
 - Fishbeck, Thompson, Carr & Huber of Grand Rapids
 - Fleis & VandenBrink Companies of Grand Rapids
 Each team will address Council separately ahead of a final selection. I have also discussed the project status with the DEQ, and we have agreed to move the project from the 3rd to the 4th quarter of this year.
- We have sent out a Questionnaire to over 400 households for the Parks & Recreation Master Plan currently being developed for the City.
- The State has approved the Corrective Action Plan submitted by City Assessor Victoria Enyart to address previous shortcomings identified during a State audit. The corrective steps are to be completed by the next regular AMAR audit scheduled for 2018.
- We hope to receive the new Public Works dump truck as soon as possible. It is in the advanced stages of being assembled. It will include both a main center-mounted snowplow and equipment to also allow the mounting of a front plow.
- The office is in the process of shifting over from the existing obsolete Fundware accounting program to the new and fully IRS-compliant Financial Edge software. This is a meticulous process, and has been very time-consuming. By the time of this Council meeting, the cutover should be complete.

ADJOURNMENT:**746328:**

Motion by Tyler Mattison, seconded by Rick Moreno to **adjourn the meeting at 8:10 p.m.**

APPROVED: _____
Carmel Camp, Mayor

ATTEST: _____
Linda J Cross, Deputy City Clerk

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