

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
October 16, 2018 at 7:00 p.m.**

746772:

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, Lee Daugherty, Rick Moreno, Carl Sword, and Darlene VandeZande

ABSENT: Lee Ann Minton and Tyler Mattison

ALSO PRESENT: WWTP Superintendent Ted Hutchison, City Treasurer Ben Farley, Police Chief Charlie Weir, DPW Superintendent Jay Best, Cathy Schoonover, City Auditor Brent Shea, Sierra Valdez, Taryn Gallant, City Manager Steven Hartsel, Deputy City Clerk Linda Cross

ORDERS OF THE DAY:**Excuse Absent Members:****746773:**

Motion by Carl Sword, seconded by Rick Moreno to **Excuse the absent council members** CARRIED: 5-0 by roll call vote.

Setting the Agenda:**746774:**

Motion by Carl Sword, seconded by Rick Moreno to **add the Proposal for Crack-Sealing as New Business Item A, and adjust accordingly.** Carried: 5-0 by roll call vote.

Approval of Minutes of October 2 2018:**746775:**

Motion by Darlene VandeZande, seconded by Carl Sword to **Approve the minutes of October 2, 2018, and place on file,** CARRIED: 5-0 by roll call vote.

PUBLIC COMMENT:

None

NEW BUSINESS:**APPROVE: Proposal for Crack-Sealing:**

The current City Budget includes a total of \$33,000 for street preventative maintenance, and \$10,000 for trail maintenance and repair. DPW Superintendent Jay Best sought proposals from multiple area contractors for crack-sealing, but only received them from K&B Asphalt Sealcoating of Clayton. They are the only area contractor that injects rubber into the cracks before applying the sealcoat. They are the same company that provided crack-sealing last fall on Pleasant and Tiffin Streets. K&B's proposal is to

crack-seal Grove, Railroad and South Church Streets for \$30,801.70, and the Berlin Trail (near the High School to the Engle Trail) for \$1500.00.

746776:

Motion by Carl Sword, seconded by Rick Moreno to **Approve the proposal from K&B Asphalt Sealcoating for crack-sealing Railroad, Grove and South Church Streets and the Berlin Trail for \$32,301.70.** CARRIED 5-0 by roll call vote.

REAPPOINT: Tim Sallows and Dave Sheely to the DDA:

Tim Sallows and Dave Sheely have requested to be reappointed to 4-year terms on the Downtown Development Authority expiring in October 2022.

They meet all the requirements to be re-appointed to the Downtown Development Authority with 4-year terms expiring in October 2022.

746777:

Motion by Rick Moreno, seconded by Carl Sword to **Re-appoint Tim Sallows and Dave Sheely to the Downtown Development Authority with 4-year terms expiring in October 2022.** CARRIED 5-0 by roll call vote.

APPROVE: No Parking on Main Street for the Christmas Parade:

The annual Christmas Parade will be held on Saturday, December 1, 2018 at 6:00 p.m. The parade line-up will be staged on School and McKenzie, proceed west on School and north on Spring St. to Main Street, continue west on Main Street to West Street, then head north on West Street to Railroad Street, and travel east on Railroad Street to the Fire Station.

We Recommend that Council authorize “no parking” in the 200 and 300 block of W. Main Street from 5:00 p.m. – 7:00 p.m. for the parade. This will allow for a safer environment for the children and others attending the parade.

If Council authorizes no parking in the 200 and 300 blocks of W. Main Street for the parade, DPW and HPD will take care of setting up and removing the appropriate barricades. In the event that parking can be opened up sooner than 7:00 p.m., they will do so.

746778:

Motion by Carl Sword, seconded by Rick Moreno to **Authorize No Parking in the 200 and 300 block of W. Main Street from 5:00 p.m. – 7:00 p.m., Saturday, December 1, 2018 for the Christmas Parade.** CARRIED 5-0 by roll call vote.

AUTHORIZE: 2018 Community Tree Planting Grant Agreement:

Council previously authorized the City to apply for the 2018 Community Tree Planting Grant Program sponsored by Consumers Energy and the Michigan Forestry and Parks Association. The City has been informed that it has been approved to receive the requested award of \$1500 to help cover the cost of 15 trees. The City needs to return the grant agreement in order to receive the grant money.

746779:

Motion by Rick Moreno, seconded by Carl Sword to **Authorize City Manager Steven Hartsel to sign the Community Tree Planting Program grant agreement,** CARRIED 5-0 by roll call vote

APPROVE: 313 W. Main Roof Repair:

The roof is leaking at the rear of the City-owned rental property at 313 W. Main Street. The property is currently leased to Kelly’s Dance Studio. DPW Superintendent Jay Best has received proposals from

Braman Roofing and Williams Construction to repair the leak. The Braman proposal is \$3,315.00 and the Williams proposal is \$2,450.00.

746780:

Motion by Carl Sword, seconded by Rick Moreno to **Approve the proposal from Williams Construction to repair the leaking roof at 313 W. Main Street for \$2, 450.00.** CARRIED 5-0 by roll call vote.

APPROVE: Change Order 4C, Wastewater Improvement Project:

Change Order 4C has been submitted by Fleis & VandenBrink Construction to provide a current allocation of the Wastewater Improvement Project contingency funds. It does not change the contract cost of the project. The most noteworthy changes are the contractual replacement of the General Trades contractor with their subcontractor, and the Fleis & VandenBrink agreement to waive their 8.5% markup on the Fleis & VandenBrink contingency items; the combined result is a net increase in City contingency funds of just under \$10,000.00. This change order leaves \$106,241.30 of contingency funds remaining, an increase of \$630.45.

746781:

Motion by Carl Sword, seconded by Darlene VandeZande to **Approve Change Order 4C for the Wastewater Improvement Project and authorize the City Manager to sign it.** CARRIED 5-0 by roll call vote.

APPROVE: Financial Audit Report for Period ending June 30, 2018:

Brent Shea, City Auditor, has prepared the financial statement of accounts for the fiscal year period of July 1, 2017 to June 30, 2018. The auditor will review his opinion with the Council.

Council should carefully review the audit findings and give close consideration to the financial position of the City.

746782:

Motion by Carl Sword, seconded by Rick Moreno to **Approve the financial audit report from City Auditor Brent Shea for the fiscal year ending June 30, 2018.** CARRIED 5-0 by roll call vote.

UNFINISHED BUSINESS:

Bills:

Bills to be Approved for Payment: \$6,200.92:

Corpro	\$ 1,940.00	Inspection of Water Tower for 2019
Consumers Energy	\$ 4,260.92	Electricity for Street Lights

Bills to be Confirmed for Payment: \$251,717.59:

Fleis & VandenBrink	\$251,717.59	Design Build Services for WWTP Improvements
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746783:

Motion by Rick Moreno, seconded by Darlene VandeZande to **pay the bills,** CARRIED: 5-0 by roll call vote.

Department Head Reports from September 2018:**746784:**

Motion by Carl Sword, seconded by Rick Moreno to **accept the department head reports from September 2018 and place on file**, CARRIED: 5-0 by roll call vote.

Account Payable Report from September 2018:**746785:**

Motion by Rick Moreno, seconded by Carl Sword to **accept the accounts payable report from September 2018 and place on file**, CARRIED: 5-0 by roll call vote.

MINUTES FROM OTHER BOARDS AND COMMISSIONS**Planning Commission minutes dated August 27, 2018:****746786:**

Motion by Lee Daugherty, seconded by Carl Sword to **accept the Planning Commission minutes dated August 27, 2018 and place on file**, CARRIED: 5-0 by roll call vote.

CITY MANAGER'S REPORT:

- Wastewater Improvement Project-Bypass pumping and ultraviolet disinfection began on October 11th. This has enabled the start of demolition of the chlorine contact chamber and conversion to accommodate installation of the permanent ultraviolet disinfection system. This will involve extensive pouring of concrete. Machinery and piping installation on the oxidation structure continues, and painting of the piping has begun. The oxidation structure will then be filled and tested. The grit separation machinery for the influent lift station is still expected arrive next week, and will be installed right into the completed left station structure. The project is about two-thirds complete at this point, with new plant operations expected to start-up by the end of the year. We have also submitted Disbursement Request 5 to the DEQ, covering project expenses for the month of September.
- DEQ Drinking Water Grant- We have provided the Engineers with a list of 100 addresses within the City to be investigated for the presence of lead and/or galvanized steel in residential water lines. These addresses will be part of the specifications for work to be water line replacement work. The bid opening will be at 2 p.m. on Thursday, November 1st. The actual work is expected beginning in late March, with completion of the work required by the end of May. The Engineer's estimate for the cost of this work is \$182,000, which is within the limit allowed by the terms of the grant.
- The Hudson High School Key Club has begun repainting fire hydrants for the DPW as a community service project. Their work can be seen prominently along Railroad Street.
- We received reports of roof leaks during the heavy rain event on October 6th from the Hudson Museum, Community Center and 313 W. Main St. DPW Superintendent Jay Best has begun to investigate the leaks and work with contractors on proposals for repairs.
- Our SAW Grant ends next month. We are concluding our purchases of GIS hardware and software to host a new Infrastructure Database for the storm and sanitary sewer system, and the future addition of the drinking water system, the Assessor database and the street system. We are also pursuing purchase with this grant of a utility precision locator device for the DPW.

- City Assessor Victoria Enyart has completed the field measurements phase of the reassessment, and she will next complete the graphics portion. We received the results of the State Audit of Minimum Assessing Requirements (AMAR) on October 11th. Corrective Actions will be communicated to the State by November 16th.

ADJOURNMENT:

746787:

Motion by Rick Moreno, seconded by Carl Sword to **adjourn the meeting at 7:48 p.m.**

APPROVED: _____
Carmel Camp, Mayor

ATTEST: _____
Linda J Cross, Deputy City Clerk

REVIEWED BY: _____
Denis F. Jodis, City Attorney

Dated: _____