

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
February 02, 2016 at 7:00 p.m.**

746086:

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 Ann Minton, Namrata Carolan, Lee Daugherty, Rick Moreno, Tyler Mattison and Carl Sword
ABSENT: None

ALSO PRESENT: WWTP Superintendent Ted Hutchison, DPW Superintendent Phil Goodlock, Dan Cherry, Craig Shumaker – Fleis & Vandenbrink, City Manager Steven Hartsel and City Clerk Jeaniene McClellan.

ORDERS OF THE DAY:**Approval of Minutes:****746087:**

Motion by Namrata Carolan, seconded by Carl Sword to **approve the minutes of January 05, 2016 and place on file**, CARRIED: 7-0 by roll call vote.

PUBLIC COMMENT:

No Public Comments received.

NEW BUSINESS:**Permission to Seek Bids: Maple Grove Cemetery Lawn Mowing Contract**

The summer lawn mowing contract for the Maple Grove Cemetery has expired. We would like permission to accept sealed bids for a three (3) year contract for lawn mowing at the Cemetery from 2016 through 2018.

746088:

Motion by Lee Ann Minton, seconded by Rick Moreno to **accept sealed bids for the 2016 through 2018 summer lawn mowing contract at Maple Grove Cemetery**, CARRIED 7-0 by roll call vote.

APPROVE: Authorize Submission of Act 51 Annual Mileage Certification Report

Under Act 51, the City Street Administrator (the City Manager) is required to review the MDOT-prepared map and certify the accuracy of the approved major and local streets, as well as submit any changes from the previous year.

The signature block of the State Copy of the map is signed by the Street Administrator, followed by the wording "By authority of the Governing Body." This wording is the reason for this authorization request.

For Council's information, the approved MDOT mileage for 2015 was 6.73 miles of major streets and 9.97 miles of local streets, for a total of 16.70 miles of local streets. The previous mileage total in 2014 was 15.91.

746089:

Motion by Namrata Carolan, seconded by Carl Sword to **authorize the Street Administrator to certify and submit the Act 51 Annual Mileage Certification Report for the period of July 1, 2015 through June 30, 2016**, CARRIED 7-0 by roll call vote.

APPROVE: Engineering Proposal for Downtown Parking Lot/ West St project

The Fiscal Year 2015/16 Budget contains \$135,000 in funding (\$80,000 from the DDA, and \$55,000 from the City) for engineering and construction work for the reconstruction of the northeast downtown parking lot. By beginning this project at the end of the current fiscal year, the project can then be extended into the upcoming fiscal year to also include the much-needed reconstruction of West Street from Main to Railroad. Reconstruction of the NW lot can be completed in the following fiscal year.

Fleis & VandenBrink Engineering has submitted the attached proposal to amend the professional services agreement to provide for design and engineering services for this project for \$40,000.00 for the West Street Reconstruction, and \$42,000.00 for the Northeast Parking Lot Reconstruction.

If approved, design and permitting work could begin immediately, and bidding could be conducted in March-April, with construction beginning in June, and completion occurring before the end of August.

746090:

Motion by Namrata Carolan, seconded by Lee Ann Minton to **authorize the City manager to accept the proposal from Fleis & VandenBrink for design and engineering services for the reconstruction of the northeast downtown parking lot for \$42,000.00 from the Parking Lot Improvement Fund (450.692.818.600), and the West Street reconstruction from the Major Street Restoration Fund (202.451.816.100)**, CARRIED 7-0 by roll call vote

APPROVE: 2016-2022 Capital Improvement Plan

As required annually, the Planning Commission approved the attached Capital Improvement Project Plan at their January 25, 2016 meeting. The covers a time period of 6 years.

746091:

Motion by Lee Ann Minton, seconded by Carl Sword to **accept the 2016-2022 Capital Improvement Project Plan from the Planning Commission**, CARRIED 7-0 by roll call vote

APPROVE: Property Lease – 313 W. Main Street

Kelli Mitchell, who has been renting 306 W. Main for the past 4 years, also wishes to rent the City-owned property at 313 W. Main Street for a wellness center. Steven Hartsel prepared a standard lease with an initial term of 3 years, and a monthly rent of \$375.00.

746092:

Motion by Lee Ann Minton, seconded by Namrata Carolan to **approve a 3-year lease agreement with Kelli Mitchell for the rental property at 313 W. Main Street for \$375.00 per month and authorize the City Manager and City Clerk to sign the lease**, CARRIED 7-0 by roll call vote

APPROVE: Purchase new server for City Office

Over the past few years the server for the City Office has become unstable. The City received three quotes;

1. Prodigy Networks from Adrian MI for \$6,201.74
2. Selective Data Systems Inc from Adrian MI for \$7,519.35
3. Sonit Systems from Toledo OH for \$11,702.08

The Office currently uses Selective Data Systems for all our computer problems. But the staff would like to use Prodigy Networks for the update and future computer problems.

746093:

Motion by Namrata Carolan, seconded by Carl Sword to **approve the quote from Prodigy Networks from Adrian MI for \$6,201.74**, CARRIED 7-0 by roll call vote

UNFINISHED BUSINESS:**Discussion: 207 E Main St**

The discussion was to provide an update on the status of the property and to provide notice to Council of the intent to hold another show cause hearing in the near future.

Discussion: 105 Lincoln St

The discussion was to provide an update on the status of the property and to inform Council of the City Attorney's intent to obtain a court order to have the property demolished.

Bills:**Bills to be Approved for Payment: \$12,467.46**

KW Maintenance Service	\$ 1,175.38	10 HP Baldor Motor for WWTP
Elhorn Engineering Co	\$ 1,420.00	120 gallons Aqadene for WTP
PVS Nolwood Chemicals	\$ 1,876.70	12 Drums Ferrous Chloride for WWTP
Fleis & VandenBrink	\$ 7,995.38	Public Hearing Expense for S2 Grant

Bills to be Confirmed: \$23,738.37

Consumers Energy	\$ 3,266.97	Dec 2015 Street Lights Electricity
Modern Waste Systems	\$ 8,003.94	Jan 2016 Refuse Statement

746094:

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

Blight Report**746095:**

Motion by Namrata Carolan, seconded by Tyler Mattison to **accept the blight report for 2015-2016 and place on file**, CARRIED 7-0 by roll call vote

Department Head Reports for December 2015**746096:**

Motion by Namrata Carolan, seconded by Rick Moreno to **accept the department head reports for December 2015 and place on file**, CARRIED 7-0 by roll call vote

Accounts Payable Reports for December 2015**746097:**

Motion by Namrata Carolan, seconded by Rick Moreno to **accept the accounts payable reports for December 2015 and place on file**, CARRIED 7-0 by roll call vote

MINUTES FROM BOARDS AND COMMISSIONS**Planning Commission minutes dated January 25, 2016 (pending approval)****746098:**

Motion by Namrata Carolan, seconded by Rick Moreno to **receive the Planning Commission minutes dated January 25, 2016 (pending approval) and place on file**, CARRIED 7-0 by roll call vote

DDA Minutes dated January 21, 2016 (pending approval)**746099:**

Motion by Namrata Carolan, seconded by Rick Moreno to **receive the DDA minutes dated January 21, 2016 (pending approval) and place on file**, CARRIED 7-0 by roll call vote

CITY MANAGER'S REPORT:

- The City has received the insurance check for \$89,681.00 to cover the repairs to the sewer line across the Creek near Jackson Street. This closes out the project. The repairs are working effectively, and flow amounts into the WWTP have been stabilized.
- The Lenawee County Road Commission has informed us that they intend to repave North Munson Highway this year. We are coordinating with the Road Commission to get an estimate to extend the work south into the City portion of Munson to Main Street, much as we did two years ago on Cadmus Road.
- The City held a preconstruction meeting for the Local Bridge Improvement Project on January 22nd. Jackson and Mechanic Streets across the Bean Creek will be closed to traffic from April 18th to May 16th.
- Barb Mitzel, who is now Consumers Energy's State-wide Consumer Relations Chief, presented us with a check for \$2,000 for this year's Tree Planting Grant. This grant is awarded in conjunction with the Michigan Forestry and Parks Association, and is the 5th consecutive year in which the City has received this grant.
- An environmental assessment firm has identified black mold on 2 of the 4 walls in the City Manager's office. Water intrusion from the roof in the southwest corner of the City Offices is apparently the cause.
- The Chamber of Commerce is proposing to hold this year's "Celebrate Hudson Days" festival from June 23-25; the event will feature rides and many activities from previous festivals.
- Deputy Treasurer Rita Shaffer has informed us of her decision to retire this year. We have hired Linda Cross, formerly of County National Bank, to be the new Deputy Treasurer.

ADJOURNMENT:

746100:

Motion by Namrata Carolan, seconded by Rick Moreno to **adjourn the meeting at 7:53 p.m.**

APPROVED: _____
Carmel Camp, Mayor

ATTEST: _____
Jeaniene McClellan, City Clerk

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