

**HUDSONVILLE CITY COMMISSION**  
**City Commission Minutes**

February 11, 2014

Mayor Van Doeselaar called a Work Session of the Hudsonville City Commission to order on Tuesday, February 11, 2014 at 6:00 PM.

Present: Mayor Van Doeselaar, Commissioners Brandsen (arrived at 6:25), Bolhuis, Leerar, Northrup, O'Brien, City Manager Waterman, Finance Director Sal, DPW Supervisor Besteman and City Clerk Wiersum.

Absent: Commissioner Raterink

8306. *Portable Sewer Bypass Lift Station.*

City Manager Waterman and DWP Supervisor Dutch Besteman reviewed the proposal to purchase a portable sewer bypass lift station. Purchasing this sewer bypass lift station will allow the DWP to mobilize this unit when they are servicing a lift station or if there is a backup event occurring. This unit would allow them to put the intake down in the water and pipe it up to the next downstream manhole so they could then make the needed repairs. In the past the City has rented or borrowed a portable unit, but in the event of an emergency, there is not enough time to get a unit in place in a timely manner. This unit would also be used when the DPW is doing preventative maintenance on the lift stations. Dutch stated that he doesn't expect a lot of maintenance expense on this piece of equipment. This item was listed in the budget for a cost of \$45,000. The unit they are requesting to purchase is at a cost of \$28,600.

8307. *Collection of Winter Tax Levies on the Summer Tax Bill.*

City Finance Director Sal reviewed a proposed Resolution that would shift winter tax levies on to the summer tax bill. The Hudsonville School system has decided to collect all of their taxes on the summer tax bill. They were splitting it 9 mils in summer and 9 mils in winter. That will begin this summer. On our winter tax bill that will then leave the tax for Ottawa County's Emergency 911 and parks and recreation. The Michigan Legislature now allows taxing jurisdictions to collect or shift minimal winter taxes on to the summer tax roll. It does require a Resolution to be adopted by the City to do this. There must be \$100 or less on the winter tax bill to shift it to the summer. Sal reported that 95% of our winter tax bills would be under \$100, and 66% would be under \$50. By passing this resolution to shift these taxes to the summer bill, the City would save in labor, materials, and postage costs to the City.

The Commission expressed concerns that this could be a burden to some citizens. Sal stated that they need to get advanced notice to taxpayers. They are working with the school system to get this information out. Sal is planning on sending out a memo with the assessment notices that will be going out in March explaining the change in collecting winter taxes. It was suggested that this information be included in the Hudsonville Newsletter and possibly an article in the Advance.

The Commission discussed the issue of whether or not the City could charge the schools for administrative costs for collecting school taxes. Sal stated that there are only certain circumstances that you can charge, but not in all circumstances. We do charge a 1% administrative fee that the tax payers pay.

8308. *Snowplowing of Sidewalks.*

City Manager Waterman report on some complaints the City has received regarding snow removal on sidewalks. Our Ordinance states that it is the owners' responsibility to keep their sidewalk clear; however, the City does plow sidewalks as a courtesy to our residents. This year the DPW has been focusing on getting our streets cleared first and then clearing sidewalks on busy streets and/or school routes. Dutch, DPW Supervisor, indicated that the sidewalk plows have been out every day, all day just to keep up on the busy streets and the main routes to schools. They have been plowing sidewalks this year more than any previous year. Consequently, the sidewalks on side streets and dead end streets have not been plowed. City Manager and Dutch are looking for direction on whether the City should enforce our Ordinance on sidewalk snow removal for those who have not shoveled their sidewalks.

The consensus of the Commission is that if a complaint is received from a resident on sidewalk plowing, a letter should be written outlining the Ordinance along with an explanation as to why the city is not getting all the sidewalks cleared.

Dutch also suggested that anyone plowing in the City that has obtained a snowplowing permit should also list the locations that they are hired to plow.

8309. Motion by Leerar, seconded by O'Brien, to adjourn the work session at 6:55 p.m. for the regular session.

All aye, motion carried.

Mayor Van Doeselaar called the Regular Session of the Hudsonville City Commission to order at 7:00 P.M., February 11, 2014. The Pledge of Allegiance was stated and Commissioner O'Brien gave the invocation.

Present: Mayor Van Doeselaar, Commissioners Brandsen, Bolhuis, Leerar, Northrup, O'Brien, City Manager Waterman, City Finance Director Sal and City Clerk Wiersum.

Absent: Commissioner Raterink

PUBLIC COMMENTS

8310. Ottawa County Commissioner Jim Holtrop was present and gave an update on the status of Ottawa County. He also announced that he is a candidate for the 90<sup>th</sup> District State Representative seat currently held by Joe Haveman.

State Senator Arlan Meekhof also addressed the Commission on the status of the State of Michigan. The state's unemployment rate is currently 8.5% and West Michigan's is 5.8%. The State has had three consecutive years of very strict financial accountability under our current Governor, and we will continue to see that.

8311. Motion by Brandsen, seconded by Leerar, to approve the Consent Agenda consisting of the following:

1. Minutes of City Commission regular session dated January 14, 2014
2. Minutes of Fountain of Honor Nominating Committee dated January 22, 2014.
3. Minutes of Gary Byker Memorial Library Board meeting dated January 21, 2014.

All aye, motion carried.

8312. Department Presentations

City Clerk Jan Wiersum gave a presentation on the office of the Hudsonville City Clerk.

Dan Strikwerda gave a presentation on the City of Hudsonville's Planning and Zoning Department.

Public Safety

8313. Fire, Police and Emergency Services statistical reports for January received as information.

8314. Temporary Traffic Control Order.  
Motion by Brandsen, seconded by O'Brien, to approve Temporary Traffic Control Order No 14-01 for temporary street closures for a 5K run on March 29, 2014.

Sgt. Bagladi stated that he and Emergency Services Director Dahl do have some concerns with the closure of 32<sup>nd</sup> Avenue for this race. The route this year has been reversed from last year's route, and it begins at the high school and proceeds south on 32<sup>nd</sup> Avenue to Highland Dr. This will require that 32<sup>nd</sup> Avenue be closed for between 15 to 20 minutes. They can make this work, but it is not ideal.

Yea 4, Nay 2 (Brandsen, Leerar), motion carried

It was suggested that the Ottawa County Sheriff's Department and the Emergency Services Department work on coming up with a 5K route in the City that would not involve closing down major streets. Anyone who want to run a 5K race in the City would be required to use that route.

### **Public Works**

8315. Purchase of Portable Sewer Bypass Lift Station  
Motion by O'Brien, seconded by Leerar, to approve the purchase of a Godwin Dri-Prime sewer bypass lift station for the cost of \$28,600.57.

Yea 6, Nay 0, motion carried.

### **Finance**

8316. Finance Director's Financial Reports for December 2013 were given. An Investment report was also available for review.

### **Approval of Bills**

8317. Motion by Brandsen, seconded by Northrup, to approve the payment of the bills in the amount of \$570,643.65 and to confirm payment of bills paid between meetings and reviewed by the Finance Committee.

Yea 6, Nay 0, motion carried.

8318. Resolution authorizing summer collection "Winter Mills" in 2014.  
Motion by Brandsen, seconded by O'Brien, to approve Resolution No. 14-1567 to accelerate winter tax collection levy to summer tax collection levy when the total tax and other amounts billed total \$100 or less.

Yea 6, Nay 0, motion carried.

**ADJOURNMENT**

8319. Motion by Leerar, seconded by O'Brien, to adjourn at 8:05 p.m.

All aye, motion carried.

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Jan Wiersum  
Hudsonville City Clerk

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Mayor Van Doeselaar