

CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
December 17, 2024 at 7:00 pm
A G E N D A

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. ORDERS OF THE DAY**
 - A. Excuse Absent Members(s)
 - B. Setting the Agenda
 - C. Approval of Minutes of December 3, 2024
- V. PUBLIC COMMENT**
- VI. NEW BUSINESS**
 - A. Approve: Poverty Exemption
 - B. Merchant, Solicitor License Fee
 - C. Sewer Rates Outside of the City
- VII. UNFINISHED BUSINESS**
 - A. Bills
 - B. Account Balances and Check Register
 - C. Department Head Report
- VIII. MINUTES FROM OTHER BOARDS AND COMMISSIONS**
 - A. PC Minutes from November 25, 2024
- IX. CITY MANAGER'S REPORT**
- X. COUNCIL COMMENTS**
- XI. ADJOURNMENT**

Jeaniene McClellan, City Clerk

** MINUTES FOR THIS MEETING WILL BE AVAILABLE AT HUDSON CITY OFFICE **
** 121 N. CHURCH STREET, HUDSON, MI 49247 **

NOTE: Anyone planning to attend the meeting who has a need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the city clerk's office at (517) 448-8983 forty-eight (48) hours prior to the meeting. Staff will be pleased to make the necessary arrangements to provide necessary reasonable accommodations.

**CITY COUNCIL
121 N CHURCH STREET, HUDSON, MI
ORGANIZATIONAL MEETING
December 3, 2024 at 7:00 p.m.**

748256:

The organizational meeting was called to order by Mayor Daniel Schudel at 7:00 p.m.

ROLL CALL: PRESENT: Brandi Clark, Lisa Enerson, Sherry Kirkland, Rick Moreno, Daniel Schudel,
Natalie Loop and Carl Sword
ABSENT: None

ALSO PRESENT: Sara Schudel, Greg Hillegas, DPW Superintendent Jay Best, Barb Ireland – Hudson
Post Gazette, City Manager Charles Weir and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Approval of Minutes of November 19, 2024:

748257:

Motion by Rick Moreno, seconded by Natalie Loop to **approve the minutes of November 19, 2024, and place on file**, CARRIED: 7-0 by roll call vote.

READING OF CERTIFICATION OF NOVEMBER 5, 2024 ELECTION:

City Clerk Jeaniene McClellan read the Election Results Report of the November 5, 2024.

Natalie Loop received 576 votes

Greg Hillegas received 441 votes

Brandi Clark as the write in and she received 23 votes

Unknown write in's were 23 votes

Total of votes cast were 1,063

OATHS OF OFFICE FOR NEWLY ELECTED COUNCIL MEMBERS:

City Clerk Jeaniene McClellan administered the Oaths of Office to Incumbents Natalie Loop and Brandi Clark along with new Council Member Greg Hillegas.

Meeting adjourned Sine Die

CITY OF HUDSON
121 N. CHURCH STREET, HUDSON, MI 49247
REGULAR MEETING
December 3, 2024 Immediately Following the Organizational Meeting

748258:

The regular meeting was called to order by Mayor Daniel Schudel at 7:04 p.m.

ROLL CALL: PRESENT: Lisa Enerson, Brandi Clark, Sherry Kirkland, Natalie Loop, Greg Hillegas,
Daniel Schudel and Carl Sword
ABSENT: None

ALSO PRESENT: Sara Schudel, Rick Moreno, DPW Superintendent Jay Best, Barb Ireland – Hudson
Post Gazette, City Manager Charles Weir and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Election of Mayor:

At this time City Clerk Jeaniene McClellan announced the start of the mayoral election process, and asked if there were any Council members who did not wish to be considered for Mayor. Everyone but Daniel Schudel raised their hand.

748259:

Motion by Lisa Enerson, seconded by Natalie Loop to **unanimously re-elect Daniel Schudel as the Mayor for the year 2024-2025**. CARRIED 7-0 by roll call vote.

Election of Mayor Pro-Tem:

The election of the Mayor Pro-Tem occurred with the same election process as for Mayor and the City Clerk asked for any Council members who did not wish to be considered for Mayor Pro Tem. Lisa Enerson, Natalie Loop and Carl Sword raised their hands.

Sherry Kirkland received 7 votes

748260:

Motion by Natalie Loop, seconded by Brandi Clark to **re-elect Sherry Kirkland as the Mayor Pro Tem for the year 2024-2025**. CARRIED 7-0 by roll call vote.

Oath of Office to Mayor & Mayor Pro Tem:

City Clerk Jeaniene McClellan administered the Oath of Office to Daniel Schudel as Mayor and Sherry Kirkland as Mayor Pro Tem.

PUBLIC COMMENT:

Public Comments were heard.

NEW BUSINESS:**Rules of Procedure:**

Every year the Council reviews and adopts its Rules of Procedure. A copy of the Rules of Procedure for 2024-2025 for Council's review for adoption was attached.

748261:

Motion by Lisa Enerson, seconded by Natalie Loop to **adopt the Hudson City Council Rules of Procedure for 2024-2025 as presented.** CARRIED 7-0 by roll call vote.

Code of Conduct:

Every year the Council reviews and adopts its Code of Conduct. A copy of the Code of Conduct for the Hudson City Council for 2024-2025 was attached.

748262:

Motion by Natalie Loop, seconded by Brandi Clark to **adopt the Hudson City Council Code of Conduct for 2024-2025 as presented.** CARRIED 7-0 by roll call vote.

Resolution: Rick Moreno:

Rick Moreno has served on the City of Hudson Council from November 2012 to December 3, 2024.

Therefore, Mr Weir has recommended that Council adopts the resolution for Rick Moreno, officially commending him for his loyal efforts and dedicated service to the City of Hudson

748263:

Motion by Lisa Enerson, seconded by Natalie Loop to **adopt the proclamation acknowledging Rick Moreno, commending him for his years of dedicated service to the City of Hudson.** CARRIED 7-0 by roll call vote.

Approve: 2025 MDOT Annual Performance Resolution for Local Government:

Adopting the resolution will allow the City to continue to receive MDOT approval for the different parades along the trunkline throughout the year.

Government agencies must apply annually, prior to February, for the on-line permit application.

748264:

Motion by Carl Sword, seconded by Natalie Loop to **adopt the resolution "Annual Application and Permit for Miscellaneous Operations Within State Trunkline Right of Way" for the calendar year 2025.** CARRIED 7-0 by roll call vote.

Approve: Council and Planning Commission Meeting Dates for 2025:

The Council members were given the proposed meeting dates for the Council and Planning Commission. These dates must be approved by Council and published in a paper of general circulation. The regular City Council meetings are usually at 7:00 p.m. the first and third Tuesdays of each month, and the regular Planning Commission meetings are at 6:30 p.m. on the fourth Monday of each month.

748265:

Motion by Natalie Loop, seconded by Brandi Clark to **approve the 2025 Council and Planning Commission meeting dates.** CARRIED 7-0 by roll call vote.

UNFINISHED BUSINESS:

Bills to Council
December 3, 2024

Bills to be Approve

	\$0.00	
Total	\$0.00	

Bills to be Confirmed

Blas Tek	\$7,906.00	WTP Maintenance
Total	\$7,906.00	

Bills:**748266:**

Motion by Lisa Enerson, seconded by Brandi Clark to **pay the bills.** CARRIED: 7-0 by roll call vote.

Account Balances & Check Register:**Account Balances:**

General Fund	\$ 1,169,789.21
Cemetery Trust Fund	\$ 0.00
Major Street Fund	\$264,138.11
Local Street Fund	\$ 88,710.28
Fire Department Fund	\$103,380.04
Recreation Fund	\$ 685.59
Cemetery Foundation	\$ 7,242.51
Ambulance	\$ 63,448.50
Community Center	\$ 36,805.40
Income Tax Fund	\$ 64,001.28
Downtown Development	\$ 42,170.76
Thompson Museum Fund	\$ 0.00
Library Fund	\$ 0.00
Thompson Library Fund	\$ 0.00
Museum Fund	\$ 11,728.51
Industrial Park Fund	\$ 13,282.16
2021 Capital Improvement Bond Fund	\$ 92,756.49
Water and Sewer Fund	\$157,130.10

Motor Veh and Equip Fund	\$136,853.44
Property Tax Collection	\$ 13,724.59
Payroll Fund	\$ 1,394.13
Sidewalk Fund	\$ 17,233.37

748267:

Motion by Natalie Loop, seconded by Brandi Clark to **accept the account balances & check register and place on file.** CARRIED 7-0 by roll call vote.

Department Head Reports:**748268:**

Motion by Lisa Enerson, seconded by Natalie Loop to **accept the department head reports and place on file.** CARRIED 7-0 by roll call vote.

CITY MANAGER'S REPORT:

- The Housing Solution Conference Mr Weir attended in Tecumseh on November 13th was educational and informative. Due to the housing shortages and the high price of new construction being unaffordable for most people, many municipalities and townships are changing their building ordinances and zoning allowing for smaller homes or multi units in their residential districts. This is something that the Planning Commission and the City Council will need to consider soon and with the updating of the City Master Plan.
- Mr Weir has reached out to the Michigan Municipal League for a quote for the City property and liability insurance to compare it to our current insurance carrier Nickel & Saph. He knows the city several years ago had MML for insurance but changed for a reason unknown to him. He suspects affordability. The MML is currently the city's Workman's Comp carrier. Based on the MML quote and the renewal proposal numbers from Nickel & Saph, it will help determine what option will be more economically beneficial for the city for the FY 2025-2026 budget.
- Speaking of insurance, He requests an update on the status of the (2) slip and fall claims filed this year. He has been advised that one of the cases has been closed with no liability to the City, and the other case the City has not been officially named in the suit at this point.
- Dangerous Structure Updates:
 1. 138 LaFayette Street: There is a Pre-Trail scheduled for January 27, 2025. The property owner has an attorney for the hearing. (Property owner attorney and the City will discuss a resolution for the clean-up).
 2. 210 West Street: The Court has set the matter for the Entry of Judgement for December 30, 2024. (The city will receive a Court Order to clean-up the property).
 3. 109 Mechanic Street: Mr Weir spoke with the owner, and he advised that he was hoping to be farther along on the cleanup, but his company work schedule has slowed the progress down. He advised that he intends to have it cleaned up by the end of January.

COUNCIL COMMENTS:

Craft Show this Saturday the 7th of December 10 am – 4 pm

City Christmas Tree Lighting will be at 7:00 pm

City Christmas Forest Trees Lighting will be at 8:00 pm

ADJOURNMENT:

748269:


Motion by Lisa Enerson, seconded by Brandi Clark to **adjourn the meeting at 7:41 p.m.**

APPROVED: _____
Daniel Schudel, Mayor

ATTEST: _____
Jeaniene McClellan, City Clerk



AGENDA ITEM
REVIEW FORM

ITEM: Approve: Annual Guideline Resolution for Poverty Exemption	SUBMITTED BY: Charles Weir
ACTION REQUESTED: Approve the Annual Principal Residence Exemption Poverty Policy for 2025	DEPARTMENT: City Office DATE: December 17, 2024
SUMMARY: PA 191 allows local units to grant a 75% partial poverty exemption, in addition to the previously allowed 100%, 50%, and 25%, without prior approval by the State Tax Commission. But the City Council must adopt the attached resolution for this exemption.	
RECOMMENDATION: Approve the Resolution adopting the 2025 Annual Guidelines for Poverty Exemptions.	
SIGNATURE: 	TITLE: City Manager

CITY OF HUDSON
Guideline Resolution for Poverty Exemption
2025 Tax Year, Resolution # _____

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons who, in the judgement of the Board of Review, by reason of poverty, are unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Hudson, Lenawee County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but no be limited to the specific income and asset levels of the claimant and all persons residing in the household, filed in the immediately preceding year;

To be eligible, a person shall do all the following on an annual basis;

- 1) Be an owner of and occupy as the principal residence for the property which an exemption is requested.
- 2) File a claim, using the state approved application attached, with the Board of Review, accompanied by federal and state income tax returns for all persons residing in the household, filed in the immediately preceding year or a signed State Tax Commission Form 4988, *Poverty Exemption Affidavit*, stating you are not required to file a federal or state income tax return.
- 3) Produce a valid driver's license or other form of identification if requested.
- 4) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 5) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services. See Exhibit A
- 6) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. Hardship relief if granted is for one year only, in the year of application.
- 7) As required by P.A. 390 of 1994, all guidelines for poverty exemptions as established by the governing body, the local assessing unit SHALL also include an asset level test. Applicant's assets cannot exceed \$50,000, NOT including primary residence, household furnishings, and personal effects.
- 8) If a person claiming the poverty exemption meets all eligibility requirements, the board of review shall grant the poverty exemption, in whole or in part, as follows:
 1. A full exemption equal to a 100% reduction in taxable value for the year in which the exemption is granted if the applicant is below the 2025 Federal Poverty Guidelines; or
 2. A partial exemption equal to a 75% reduction in taxable value for the year in which the exemption is granted if applicant is between 100% and 115% of the 2025 Federal Poverty Guidelines; or
 3. A partial exemption equal to a 50% reduction in taxable value for the year in which the exemption is granted if the applicant is between 115% and 130% of the 2025 Federal Poverty Guidelines; or
 4. A partial exemption equal to 25% reduction in taxable value for the year in which the exemption is granted if the applicant is between 130% and 145% of the 2025 Federal Poverty Guidelines; or
 5. For applicants above 145% above the 2025 Federal Poverty Guidelines, 0% relief shall be granted. See EXHIBIT A

Applications may be reviewed by the Board of Review without the applicant being present. However, the Board may request that any or all applicants be physically present to respond, under oath, to any questions the Board may have.

The Board of Review may grant relief within the following guidelines:

- For applicants at or below the 2025 Federal Poverty Guidelines, 100% relief shall be granted.
- For applicants between 100% and 115% of the 2025 Federal Poverty Guidelines, 75% relief shall be granted.
- For applicants between 115% and 130% of the 2025 Federal Poverty Guidelines, 50% relief shall be granted.
- For applicants between 130% and 145% of the 2025 Federal Poverty Guidelines, 25% relief shall be granted.
- For applicants above 145% of the 2025 Federal Poverty Guidelines, 0% relief shall be granted.

The following are the federal poverty income standards which the United States Office of Management and Budget recommends that federal departments and agencies use. The standards are compiled and published by the Bureau of the Census which refers to them as "poverty thresholds."

EXHIBIT A

FEDERAL POVERTY INCOME STANDARDS FOR 2025 ASSESSMENTS The following are the federal poverty income standards as of December 31, 2024 for use in setting poverty exemption guidelines for 2025 assessments.

Size of Family Unit Poverty Guidelines

Size of Family Unit	2025 Poverty Guidelines 100% Relief	2025 Poverty Guidelines 75% Relief Greater than 100% but equal to or less than 115% of Federal Guidelines	2025 Poverty Guidelines 50% Relief Greater than 115% but equal to or less than 130% of Federal Guidelines	2025 Poverty Guidelines 25% Relief Greater than 130% but equal to or less than 145% of Federal Guidelines
1	\$15,060	\$17,319	\$19,578	\$21,837
2	\$20,440	\$23,506	\$26,572	\$29,638
3	\$25,820	\$29,693	\$33,566	\$37,439
4	\$31,200	\$35,880	\$40,560	\$45,240
5	\$36,580	\$42,067	\$47,554	\$53,041
6	\$41,960	\$48,254	\$54,548	\$60,842
7	\$47,340	\$54,441	\$61,542	\$68,643
8	\$52,720	\$60,628	\$68,536	\$76,444
For Each Additional Person	\$5,380	\$6,187	\$6,994	\$7,801

NOW THEREFORE BE IT RESOLVED, that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

The foregoing resolution offered by City Council Member _____ and supported by City Council Member _____.

Upon roll call vote, the following voted:

“Aye”. _____

“Nay”. _____

I, Jeaniene McClellan, Clerk of the City of Hudson, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City Council at a meeting thereof held on the _____ day of _____ 2024.

Jeaniene McClellan, City Clerk
City of Hudson, Michigan

Date



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

Bulletin 17 of 2024
November 19, 2024
Procedural Changes for 2025

TO: Assessing Officers and County Equalization Directors

FROM: Michigan State Tax Commission

SUBJECT: Procedural Changes for the 2025 Assessment Year

The purpose of this Bulletin is to provide information on statutory changes, procedural changes and reminders for the 2025 assessment year. Additional guidance may be issued later if any pending legislation is enacted by the end of the year.

A. Inflation Rate Used in the 2025 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2025 Capped Value Formula is 1.031.

The 2025 Capped Value Formula is as follows:

$$\text{2025 CAPPED VALUE} = (\text{2024 Taxable Value} - \text{LOSSES}) \times 1.031 + \text{ADDITIONS}$$

The formula above does not include 1.05 because the inflation rate multiplier of 1.031 is lower than 1.05.

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2025

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels **shall not be set lower** by a city or township than the federal poverty guidelines updated annually by the U.S.

Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons shall not be set lower than \$24,860 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than \$24,860. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2025 assessments:

Size of Family Unit	Poverty Guidelines
1	\$15,060
2	\$20,440
3	\$25,820

Size of Family Unit	Poverty Guidelines
4	\$31,200
5	\$36,580
6	\$41,960
7	\$47,340
8	\$52,720
For each additional person	\$5,380

Note: MCL 211.7u states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 22 of 2023 for more information on poverty exemptions.

Note: MCL 211.7u allows an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This includes the owner of the property who is filing for the exemption.

C. Sales Studies

Equalization study dates are as follows for 2025 equalization:

- Two Year Study: April 1, two years prior through March 31, current year
- Single Year Study: October 1, preceding year through September 30, current year

For 2024 studies for 2025 equalization the dates are as follows:

- Two Year Study: April 1, 2022 through March 31, 2024
- Single Year Study: October 1, 2023 through September 30, 2024

Note that the time period revisions apply to all equalization studies, that is: sales ratio studies, land value studies and economic condition factor studies for appraisals. Also note that the revised time period for two-year studies applies to all real property classifications.

D. Property Classification

The State Tax Commission reminds assessors that classification is to be determined annually and is based upon the current use of the property **and not** highest and best use of the property. The Commission is aware that some assessors are still classifying property according to highest and best use and/or are not classifying property on an annual basis. The Commission asks that all assessors take the necessary steps to ensure that all real and personal property is properly classified according to MCL 211.34c.

E. Public Act 660 of 2018 Training Requirements

Required Training: Assessors and Support Staff

PA 660 states that local units must ensure that support staff is sufficiently trained to respond to taxpayer inquiries. PA 660 also states that local units must require that assessors maintain their certification levels. Support staff is all non-certified staff that are involved in the development of the assessment roll, including field work, and any individual that may supply information from the assessment roll to the public. Certified staff members are required to meet annual continuing education requirements.

The State Tax Commission adopted the following requirements for support staff training at the October 20, 2020 meeting:

1. **Certified Support Staff:** Support staff who are certified will be required to complete their annual continuing education requirements to satisfy this audit requirement. Proof of completion and the required Form 5730 should be attached to the Assessor's Certification of the Assessment Roll and maintained with local unit records.
2. **Uncertified Support Staff:** Beginning in 2022, uncertified support staff will be required to complete training at least once every two years on key updates to assessing to meet this audit requirement. Proof of completion and the required Form 5730 should be attached to the Assessor's Certification of the Assessment Roll and maintained with local unit records.

Required Training: Board of Review members

PA 660 states that local units **must require** that its board of review members receive board of review training and updates required and approved by the State Tax Commission. Checking to ensure that board of review members are trained is now required as part of the audit of the local unit starting in 2023.

The State Tax Commission has determined that beginning in 2022, Board of Review members will be required to complete Board of Review training at least once every two years to meet this audit requirement.

This training will be offered by the State Tax Commission, or by outside organizations with State Tax Commission approval and use of State Tax Commission approved materials. Proof of completion and the required Form 5731 should be attached to the Board of Review's Certification of the Assessment Roll and maintained with local unit records. Board of Review members will need to make sure they receive proof of completion and that it is provided to the local unit so it can be properly maintained and provided during the audit.

F. Tax Tribunal Reminders

The Tax Tribunal Rules were updated on September 29, 2023. Summaries of the changes are in the Tribunal's November 3, 2022 and October 10, 2023 newsletters.

Assessors representing their local unit in Tax Tribunal hearings need to submit evidence to support the value of the property under appeal. If the assessor is relying on the property record card as evidence of value, the property record card must be for the year(s) being appealed. The complete property record card, including all calculations should be provided; do not submit a property record card that states "calculations too long" and then fail to include the additional calculations. Also, it is important to submit the studies prepared that support the economic condition factor and land value on the record card. Assessors should also be able to explain at the Tax Tribunal hearing how the value shown on the property record card was calculated.

The Tax Tribunal asks that assessors include copies of the adopted local unit poverty guidelines/resolutions, Economic Condition Factor studies, and land values studies (when applicable) when submitting documents for Small Claims hearings.

Assessors are also reminded that any change in contact information, including a change in email address, must be submitted to the Tax Tribunal to ensure that all case notifications are received.

More information regarding the Michigan Tax Tribunal, including Tribunal Rules, forms and instructions is available at www.michigan.gov/taxtribunal.

G. Disabled Veterans Exemption Changes

Public Acts 150, 151, and 152 of 2023 were signed by the Governor on October 19, 2023. The Acts remove the authority of the Boards of Review to review and approve disabled veterans exemptions. All applications for a disabled veterans exemption are to be reviewed and approved or denied by the assessor. **Assessors should not take 2025 disabled veterans exemption applications to the Board of Review.**

A disabled veteran or an unremarried surviving spouse must file the application to claim the exemption for 2025 after January 1 and before December 31. Assessors should timely review the applications and approve the exemption or issue a written denial.

Under MCL 211.7c, a disabled veterans exemption granted as to taxes levied on or after January 1, 2025 remains in effect, without subsequent reapplication, until rescinded by the disabled veteran or unremarried surviving spouse or denied by the assessor.

See Bulletin 19 of 2023 and the Disabled Veterans Exemption Q&A for more information.

H. Qualified Heavy Equipment Rental Personal Property Exemption

MCL 211.9p provides an exemption for qualified heavy equipment rental personal property beginning December 31, 2022. This exemption is not mandatory and may be claimed at the option of the qualified renter. Once qualified for the QHERPP exemption under MCL 211.9p, qualifying personal property will be exempt from ad valorem taxes and instead pay the specific tax as provided by Public Act 35 of 2022 (MCL 211.1121 - 211.1133).

Qualified heavy equipment rental personal property (QHERPP) is defined in MCL 211.9p(8)(f) as any construction, earthmoving, or industrial equipment that is mobile and rented to customers by a qualified renter, including attachments or other ancillary equipment for that equipment. Qualified heavy equipment rental personal property does not include handheld tools or equipment solely designed for industry-specific uses in oil and gas exploration, mining, or forestry.

The exemption must be claimed annually with the assessor by February 20 (postmark is acceptable) by filing Form 5819 *Qualified Heavy Equipment Rental Personal Property Exemption Claim* and a statement prescribed by the Department of Treasury of all QHERPP located at and/or rented from the qualified renter business location. If the statement is not delivered to the assessor by February 20, a late application can be filed directly with the March Board of Review where the qualified renter business is located.

Assessors are statutorily required to transmit a copy of the claim form, indicating whether the claim was approved or denied, and any other required parcel information to the Department of Treasury no later than April 1 each year. The information must be submitted electronically by emailing to Treas-QHERPP@michigan.gov

More information is available in Bulletin 18 of 2022.

I. Small Business Taxpayer Personal Property Tax Exemption

Public Act 150 of 2021 was signed by the Governor on December 23, 2021. The Act amended the Small Business Taxpayer Personal Property Tax Exemption (MCL 211.9o) to increase the combined true cash value limit for “eligible personal property” in a local unit from \$80,000 to \$180,000 beginning in 2023. The exemption is required to be claimed with the local unit (city or township where the property is located) by February 20, 2025 (postmark is acceptable) by submitting the completed Form 5076 *Small Business Property Tax Exemption Claim Under MCL 211.9o*. Late filed forms may be filed directly with the 2024 March Board of Review prior to the closure of the March Board.

Personal Property Valued Less Than \$80,000

To claim an exemption for personal property valued less than \$80,000, Form 5076 must be filed with the local unit (City or Township) where the personal property is located no later than February 20, 2025 (postmark is acceptable). Late filed forms may be filed directly with the local unit March Board of Review prior to the closure of the March Board of Review. Taxpayers must contact the local unit directly to determine the March Board of Review dates.

Once the exemption is granted for personal property valued at less than \$80,000, the taxpayer will continue to receive the exemption until they no longer qualify for the exemption. Once they no longer qualify, the taxpayer is required to file a rescission form and a personal property statement no later than February 20 of the year that the property is no longer eligible. Failure to file the rescission form will result in significant penalty and interest as prescribed in MCL 211.9o.

Personal Property Valued Greater than or Equal to \$80,000 but Less than \$180,000

To claim an exemption for personal property valued at \$80,000 or more but less than \$180,000, Form 5076 **along with** Form 632 *Personal Property Statement* must be filed **ANNUALLY** with the local unit (City or Township) where the personal property is located no later than February 20, 2025 (postmark is acceptable). Late filed forms may be filed directly with the local unit March Board of Review prior to the closure of the March Board of Review.

Assessors are statutorily required to transmit the information contained in both Form 5076 and Form 632 *Personal Property Statement* and any other required parcel information to the Department of Treasury no later than April 1 each year.

J. EMPP and ESA Reminders

Beginning in 2024, parcels that received the EMPP exemption in the immediately preceding year carry forward the exemption in each subsequent year until the property becomes ineligible for the exemption. A Combined Document (Form 5278) needs to be filed to claim the EMPP exemption only on those parcels that did not receive the EMPP exemption in the immediately preceding year. Taxpayers will report the addition or removal of exempt property from their parcel on their ESA Statement filed electronically with the Department of Treasury through the Michigan Treasury Online (MTO) system.

Taxpayers may request the removal of the EMPP exemption on a parcel for the current year, by filing Form 5277 with the assessor in which the parcel is reported by February 20, 2025. Assessors should report receipt of any Form 5277 in their CAMA software.

If a parcel is transferred to a new taxpayer, it is necessary for the previous owner to file Form 5277 to rescind the parcel under their FEIN and the new owner to file Form 5278 to claim the EMPP under their FEIN.

At times, taxpayers attempt to add a parcel to their ESA Statement that was not previously reported to the Department of Treasury. In these cases, the ESA Section will reach out to the assessor to ask if a Combined Document (Form 5278) was filed for the parcel and, if it was, request a copy of the Form. ESA Staff will also ask for a letter confirming that the EMPP exemption was claimed properly and that the failure to transmit the information to the Department of Treasury was not the fault of the taxpayer. These letters are not used to incriminate an assessor who made a mistake, but rather to add to Treasury files to document why a parcel was added to an ESA Statement after the statement was generated on May 1.

The ESA Section has received consent judgments entered by the Michigan Tax Tribunal for stipulated agreements between EMPP claimants and the local units in which they have personal property. It is extremely important that any stipulated agreement filed with the Michigan Tax Tribunal indicates that the personal property reported on the parcel meets the definition of “eligible manufacturing personal property,” identifies which eligible manufacturing personal property qualifies for the exemption under MCL 211.9m and MCL 211.9n and directs the Department of Treasury to generate an ESA statement so that the taxpayer may pay ESA on the exempt personal property. Assessors are advised to contact the ESA Section for a list of previous dockets that contained the appropriate requirements.

More information is available in the Assessors Guide to EMPP and ESA available online at www.michigan.gov/propertytaxexemptions.

Further information and guidance on the Eligible Manufacturing Personal Property (EMPP) Exemption, Special Acts and the Essential Services Assessment (ESA) is available at www.michigan.gov/ESA. Additional questions should be sent via email to ESAQuestions@michigan.gov.

K. Omitted or Incorrectly Reported Property (MCL 211.154)

Assessors are reminded that when submitting 154 petitions it is necessary to include complete copies of the property record cards for every year a change is being requested on the petition. For example, if a 154 petition requests a change for 2023 and 2024, the property record card for 2023 and the property record card for 2024 should be submitted. In addition, assessors must submit the calculations and documents needed to understand the reasons for the change and the amount of the requested change in the assessment and taxable values.

For 154 petitions involving removal of personal property, staff may request verification that the assessor inspected the personal property location or otherwise confirmed that the personal property was disposed of and was not located in the local unit on the applicable tax day. Additionally, staff may inquire as to the extent of the assessor’s communication with the taxpayer to confirm that personal property was reported in the new location.

Questions can be directed to the staff at Treas-154petitions@michigan.gov. Additional information, including Bulletin 2 of 2018 and copies of the approved forms, are available online at www.michigan.gov/154petitions.

L. Authority of July and December Boards of Review

Assessors are reminded that the July and December Boards of Review may only act on matters described in MCL 211.53b or expressly permitted by other statutes. This includes qualified errors listed in MCL 211.53b(6), and appeals related to poverty exemptions, qualified agricultural property exemptions, and qualified forest property exemptions.

In addition, other statutes, such as MCL 211.7ss related to the eligible development property exemption provide authority for the July and December Board of Review to take action.

Assessors should carefully review the Board of Review Q&A and Bulletins 21 of 2023 and 24 of 2023 to ensure their Boards of Review are acting within their statutory authorities.

Assessors should not be requesting that the July or December Boards of Review take action outside of the limited authority provided in MCL 211.53b.

Beginning July 11, 2022, **the July and December Board of Review have no authority to grant a PRE**. Assessors are asked to ensure that the July and December Boards of Review does not take action related to PRE claims.

Beginning October 19, 2023, assessors were granted the authority to grant timely filed Disabled Veterans Exemptions, thus nullifying the need to take Disabled Veteran Exemption applications to the Board of Review. PA 152 of 2023 clarified the definition of “qualified errors” as it relates to the July and December Board of Review authority for granting Disabled Veteran Exemptions as a “qualified error”.

M. 2025 State Tax Commission Updates Class

At the August 20, 2024 State Tax Commission meeting, the recommendations of the Education and Certification Committee were approved.

To recertify for 2026 MCAT (Michigan Certified Assessing Technicians) must complete four (4) hours of continuing education (November 1, 2024 – October 31, 2025). To meet the required four (4) hours of continuing education, Technicians have the option to complete the 2025 STC Updates course, any continuing education course approved by the STC, or an STC online continuing education course of their choice (**excluding** the *Learning the HP12C Calculator* course) offered through the STC Online Education Portal. Any individual certified at the MCAT level who wishes to expand their knowledge of assessment may take additional approved assessment administration courses during the same renewal period. However, courses taken beyond the four (4)

hours will not be entered into the Commission's online MiSuite System and will not count toward education credit for recertification purposes.

To recertify for 2026, MCAO, MAAO and MMAO assessors must complete the 2025 State Tax Commission Updates Course *in addition to the 16 hours of continuing education*. The 2025 State Tax Commission Updates Course can be completed in-person or through the STC Online Education Portal.

This class will be available both in-person at various locations across the state and online through the State Tax Commission Online Education Portal at <https://coned.mi-stc.org>. The dates and locations for the in-person classes will be posted to the State Tax Commission website.

2026 Online Education Portal and MiSUITE Login

STC Online Education Portal

The State Tax Commission offers a variety of online classes, available free of charge, that provide continuing education credit. The online classes can be accessed at <https://coned.mi-stc.org>. This site is only available to Michigan certified assessors and technicians. If you have an issue with your log in credentials, especially password resets, email Treas-MiSuitehelp@michigan.gov. If you require a password reset, **do not use the Forgotten Your Username or Password link on the page**. Instead, send an email to the State Tax Commission and staff will manually reset your password.

You must complete all requirements of the online course before you will receive your certificate of completion for the course. If a certificate is not emailed to you, then you likely did not complete one or more of the course requirements. The requirements that must be completed are listed at the top of each course and as you complete each one, they will be removed from the list.

Once you have received your certificate, you are responsible for uploading it into the MiSUITE platform to receive the continuing education credit for the course.

MiSUITE

Passwords expire after 90 days. If your password is expired, you will automatically be redirected to an Update Password page upon attempting to log in. Simply create a new password, confirm that password, and click "update."

You can access MiSUITE by going to <https://sso.misuite.app>


Assessors can check continuing education hours by logging into the MiSUITE system and checking your profile page. Total hours remaining to be completed are listed on the profile page in MiSUITE as well as the completed classes that have been properly logged into the system.

Assessors are responsible for logging their own continuing education hours in MiSUITE. When logging credit, be sure to pick the correct course, date, location, and upload proof of attendance.

If you have any questions, concerns, or need further assistance, please email Treas-MiSUITEHelp@michigan.gov.



AGENDA ITEM
REVIEW FORM

<u>ITEM:</u> Merchant, Solicitor License Fee	<u>SUBMITTED BY:</u> Charles Weir
<u>ACTION REQUESTED:</u> Set the Application and License fee.	<u>DEPARTMENT:</u> City Manager <u>DATE:</u> December 17, 2024
<u>SUMMARY:</u> The Council requested that the city should look at the fees charged for Merchant, Solicitor license fees charged by the city. The current fees are \$5.00 for the application and \$15.00 for the License. The license is good for 12 months from issuance. I have attached the current application that the city is using. The application process started with City Hall staff and then I turned over to HPD to follow up investigation of the individual(s) and business. Once this investigation is completed the application is turned back over to City Hall where the applicant is contacted and advised if the license is issued or denied. The completed application is kept on file at City Hall until the expiration of the license. The applicant is also given a copy. I have spoken with Chief Keck about the average time spent on an investigation for an itinerant license application, and I also factored the City Hall staff time to calculate an estimated cost. The estimated average cost totaled \$25.02. I requested information from other communities in Lenawee County what their fees are. I received two responses. One was \$50.00 and the other was \$100.00 annually.	
<u>RECOMMENDATION:</u> Council's discretion.	
<u>SIGNATURE:</u> 	<u>TITLE:</u> City Manager

****License may be revoked at any time by City / Police due to citizen's complaints****

CITY OF HUDSON

Merchant, Solicitor and/or Peddler License Application

(Chapter 10, Article V), (Chapter 10, Artical VI) and/or (Chapter 10, Artical VII)

Applicant's Information:

Full Name:	_____	Birthday:	_____
Address:	_____	Phone:	_____
	_____		_____
Business:	_____	Phone:	_____
Address:	_____	Website:	_____
	_____		_____

Brief description of the nature of the business, the goods to be sold and the method used (ex, door-to-door):

Start Date: _____ End Date: _____

I hereby declare under penalty or perjury that the foregoing information contained in this application is true and correct, such declaration being duly dated and signed in the city. I further understand that misstatements and inaccuracies in the application are grounds for immediate termination of said license. I hereby authorize the city, its agents, and employees to seek information and investigate the truth of the statements set forth in the application and the qualifications of the applicant for this registration.

X _____ DATE _____
(APPLICANT'S SIGNATURE)

Applicant must submit a complete packet including the application form and the following documents before registration will be considered:

- Names, home street addresses and copy of driver's license for **each individual** who will participate as a merchant, solicitor, or peddler on behalf of the parent organization.
 - A statement as to whether the applicant or each individual has been convicted of a felony or any misdemeanor involving moral turpitude, any form of actual or threatened physical harm against another person, or any type of criminal sexual conduct, and if so, a brief description of the crime, including its location and date, and an explanation of the reason, therefore.
 - Names of the parent organizations with phone numbers or websites
- _____
- Bond (Only for out of state Solicitor)

Application Fee: \$5.00	Date:	Amount Paid: \$
License Fee: \$15	Date:	Amount Paid: \$
HPD Incident #:	HPD signature:	

Individual in Charge

Business Name: _____

****License may be revoked at any time by City / Police due to citizen's complaints****

****License may be revoked at any time by City / Police due to citizen's complaints****

Full Name: _____ Birthday: _____
Address: _____ Phone: _____
Vehicle: _____ Plate / State: _____

Criminal History: Yes NO www.michigan.gov/ICHAT Attached Yes NO
Explanation: _____

Additional Individual in group:

Full Name: _____ Birthday: _____
Address: _____ Phone: _____

Criminal History: Yes NO www.michigan.gov/ICHAT Attached Yes NO
Explanation: _____

Additional Individual in group:

Full Name: _____ Birthday: _____
Address: _____ Phone: _____

Criminal History: Yes NO www.michigan.gov/ICHAT Attached Yes NO
Explanation: _____

Additional Individual in group:

Full Name: _____ Birthday: _____
Address: _____ Phone: _____

Criminal History: Yes NO www.michigan.gov/ICHAT Attached Yes NO
Explanation: _____

Additional Individual in group:

Full Name: _____ Birthday: _____
Address: _____ Phone: _____

Criminal History: Yes NO www.michigan.gov/ICHAT Attached Yes NO
Explanation: _____

Additional Individual in group:

Full Name: _____ Birthday: _____
Address: _____ Phone: _____


Criminal History: Yes NO www.michigan.gov/ICHAT Attached Yes NO
Explanation: _____

ATTACH COPY OF ALL PHOTO ID'S
ON NEXT PAGE

****License may be revoked at any time by City / Police due to citizen's complaints****



**AGENDA ITEM
REVIEW FORM**

<p><u>ITEM:</u> Sewer Rates Outside of the City</p>	<p><u>SUBMITTED BY:</u> Charles Weir</p>
<p><u>ACTION REQUESTED:</u> Discussion, tentative resolution for adjusting sewer rates for outside of the city limits.</p>	<p><u>DEPARTMENT:</u> City Manager <u>DATE:</u> December 17, 2024</p>
<p><u>SUMMARY:</u> The City Council requested a review of the 200% rate charge for sewer customers outside of the city limits. There are currently 109 services outside of the city. This is Leffingwell Estates, and the services that are on the west side of Meridian Road.</p> <p>Background History: The agreement for sewer services for Leffingwell was signed June 1979 and originally was going to charge \$46.10 per quarter per trailer for the service. On April 6, 1982, at a Council meeting, Mr. Ron Leffingwell requested that the per trailer fee be eliminated and he had no objection to paying double rate for server services. The Council approved the change. Ordinance No. 382.08 Effective May 31, 2008, is the first time 200% is specifically spelled out in an ordinance.</p> <p>Regarding the 16 other services outside the city limits I did not see any agreements regarding charges for sewer services, but my assumption is that the Council at the time would have used the same billing schedule. I was advised by a representative from Michigan Rural Water, and he stated that legally all charges would have to be uniform with all customers outside of the city limits.</p> <p>Jeaniene and I looked at the outside the city limits usage for the FY 2023 and estimated what the reduction in revenue would have been if the customers were charged the same rate as in the city. The reduction in revenue would have been \$13,713.50.</p> <p>Note: City residents pay the City Income Tax which subsidizes the sewer system, and those outside of the city do not.</p> <p>The Readiness to Serve charge and the Sewer Bond charge are the same inside or outside the city limits.</p>	
<p><u>RECOMMENDATION:</u> Council's Discretion.</p>	
<p><u>SIGNATURE:</u> </p>	<p><u>TITLE:</u> City Manager</p>

City of Hudson
Michigan

October 19, 1978

Mr. Ron Leffingwell
188 Gardner Road
Hudson, MI 49247

Dear Mr. Leffingwell

Per your telephone request, I have developed the enclosed rate quote for sewer usage of \$46.10 per quarter per trailer should your Trailer Court become hooked into the City sewer system. The calculations are based on the present rates being charged in the City, plus a 100 percent addition for being outside of the City Limits. This is in agreement with current City Ordinances. Also, a factor for bond debt retirement has been added.

The City Council informally approved this rate quote at the Council meeting on October 17, 1978. The Council stipulated that this approval does not guarantee that you will be able to hook into the City sewer system. The rate quote is for your planning purposes. To obtain Council approval to hook into the City sewer system, you will need to present a formal request to the Council, spelling out the details. It should be noted that the rate quote of \$46.10 per quarter per trailer will increase in the future as water rates increase and as sewer debt increases to cover necessary modifications to the sewer system.

If you have any questions concerning the calculations, or if I can be of further assistance, please let me know.

Sincerely



Michael S. Herman
City Manager

MSH/flr

cc: Mayor Monahan
Letter File

Enclosure

CITY OF HUDSON
REGULAR COUNCIL MEETING
April 6, 1982

736902

Mayor O'Reilly called the meeting to order at 7 P.M.

ROLL CALL: Present: O'Reilly, Gibson, Minton, Blackburn, Sprunger,
Tanner
Absent: Cummiskey

Also present, Ron Leffingwell, Mr. & Mrs. David Schmidt, Sheldon Peltier
Larry Towne, Carol Weaver, Sally Milligan, Joe Haley, Dave Earl, six
government students and members of the press.

The Reverend James Simmons of the First United Methodist Church in
Hudson offered the invocation.

The minutes of March 16, 1982 were approved by motion of Gibson and
supported by Tanner. Approved 6-0.

The following bills were approved by motion of Minton and supported by
Blackburn:

- Adrian Communications - \$3840.00	- Hudson Post Gazette - \$544.48
- Troup Electronics - \$614.43	- Royal Disposal - \$2762.50
- Main Tool - \$275.00	- Perry Sharp - \$307.72
- Hudson Oil Co. - \$878.57	- Gambles - \$2016.00
- Michigan Mun. Comp Fund - \$2043.00	- C & R Motors - \$650.27
- Matco, Inc. - \$448.40	- Gen. Tel. - \$719.51
- Consumers Power - \$3998.57	- Al's Garage - \$306.25

Approved 6-0.

Ron Leffingwell of the Shady Lawn Mobile Village was present to discuss
the previously signed agreement for sewer services at the mobile home
park. He stated one thing he wished to have changed in the agreement was
the minimum charge to each trailer as is written in the current
contract. He stated he has no objection to paying the double rate
charge, but would like to see the minimum charge per trailer eliminated.
Following discussion, Minton moved to change the Leffingwell - City
of Hudson Agreement to show the charge of a double rate for sewer service
to the mobile home park, but without a minimum charge to each trailer
provided that the hook-up is completed by July 1, 1982. Supported by
Gibson and approved 6-0.

The following bids were received for sale of the 1979 Ford LTD Police
car.

Tom Biggs, Addison - \$725.50
Larry Gibson, Hudson - \$715.00
Jerry Tanner, Hudson - \$655.00
Larry Towne, Addison - \$301.00

Gibson moved to award the bid for the sale of the 1979 LTD Police car
to Tom Biggs of Addison in the amount of \$725.50. Supported by Tanner.
Approved 6-0.

The following bids were received for zoning ordinance notebooks:

Hudson Post Gazette - 225 notebooks with printing - \$735.00
Jim's Pro Shop - printing of notebooks only - \$168.75
Notebooks to be supplied by city @\$2.00ea. - \$450.00
Office Supply House - 225 notebooks with/printing - \$528.75

Minton moved to accept the bid of Office Supply House for 225 notebooks
including printing in the amount of \$528.75. Supported by Blackburn.

ORDINANCE NO. 382.08

AN ORDINANCE TO AMEND CHAPTER 18, ARTICLE III, OF THE HUDSON CITY CODE BY AMENDING SECTION 18-96, SECTION 18-98, AND SECTION 18-99.

THE CITY OF HUDSON ORDAINS:

Sec. 18-96 Definitions is amended by adding the following items:

Dwelling unit. A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, cooking, and sanitation.

Multiple dwelling units. In the case of a structure with multiple dwelling units, such as an apartment house, each individual unit shall constitute a unit.

Mobile home parks. Each mobile home lot, whether occupied or not, shall constitute a dwelling unit in addition to a unit to be counted for general water services to the park.

Multiple occupancy structures. In a structure used for residential, or commercial purposes, or both, each separate commercial occupant and each separate dwelling unit shall constitute a separate unit.

Sec. 18-98(b) is hereby amended to read as follows:

Sec. 18-98(b) *Quarterly rates.* The rates to be charged for sewer services, except for the readiness to serve charge which shall be based on the number of units connected to the sewer system, shall be based on the water usage of the premises as needed and shall be as follows:

- (1) Readiness to serve charge, per quarter . . . \$16.70
- (2) Quantity use rate, per 1,000 gallons water used . . . \$3.45
- (3) Debt service charge, per quarter . . . \$0

These rates may be changed at any time by resolution to the City Council.

Sec. 18-98(c) is hereby amended to read as follows:

(c) *Basis of charges.* All sewer service shall be charged for on the basis of water consumed, except for the readiness to serve charge which shall be based on the number of units connected to the sewer system, as determined by the water meter installed on the premises of sewer service customers by the department of public works. No free sewer service shall be furnished to any person.

Sec. 18-98(d) shall be amended by adding the following paragraph which shall follow the existing paragraph (d) Service outside city limits:

To the extent not modified by the preceding paragraph of this sub-section (d), where sewer service is furnished to property located outside the City, the charges, therefor, shall be 200% of the quantity use rate set forth in Sec. 18-98(b)(2) plus the readiness to serve charge based on the number of units connected to the sewer system serving the premises.

Sec. 18-99(a)(6) is amended as to the first paragraph only which shall read as follows:

(6) The revenues of the district shall be set aside, as collected, and deposited in a separate depository account in such bank or banks as may hereafter be designated by resolution of the City Council, provided said bank(s) is duly qualified to do business in Michigan, in an account to be designated wastewater disposal district receiving fund (referred to in this section as the "receiving fund"), and such revenues so deposited shall be transferred from the receiving fund periodically in the manner and at the times specified in this section.

Non-emergency Ordinance

Emergency Ordinance

Introduced: April 22, 2008

Summary of Minutes Published: May 1, 2008

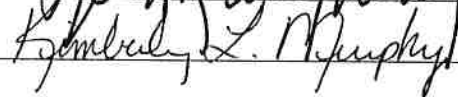
Enacted: May 6, 2008

Vote: 6-0 Yes: 6 No: 0 Abstain: _____

Ordinance Published: May 15, 2008

Effective Date: May 31, 2008

Approved:  , Mayor

Attest:  , City Clerk

Bills to Council December 17, 2024

Bills to be Approved

Total	\$0.00
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Bills to be Confirmed

Stevens Disposal	\$11,108.24	Refuse for the City - December 2024
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Consumers Energy	\$8,068.14	Electricity for the City - December 2024
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Total	\$19,176.38
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User: LINDA FROM 11/28/2024 TO 12/13/2024

DB: HUDSON FUND: 000 101 151 202 203 206 207 208 209 210 211 270 271 272 273 410 412 418 444 450 590 591 661 703 705 746

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 11/28/2024	Total Debits	Total Credits	Ending Balance 12/13/2024
101	GENERAL FUND	1,173,688.12	19,601.89	107,071.58	1,086,218.43
151	CEMETERY TRUST FUND	0.00	0.00	0.00	0.00
202	MAJOR STREET FUND	264,138.11	24,110.67	303.03	287,945.75
203	LOCAL STREET FUND	88,710.28	8,274.33	100.23	96,884.38
206	FIRE DEPARTMENT FUND	103,380.04	10,835.83	21,470.56	92,745.31
208	RECREATION FUND	685.59	2.62	0.00	688.21
209	CEMETARY FOUNDATION	7,242.51	827.32	333.72	7,736.11
210	AMBULANCE	64,192.85	9,735.58	33,159.08	40,769.35
211	COMMUNITY CENTER	37,590.58	1,426.86	1,532.05	37,485.39
270	THOMPSON MUSEUM FUND	0.00	0.00	0.00	0.00
271	LIBRARY FUND	0.00	0.00	0.00	0.00
272	THOMPSON LIBRARY FUND	0.00	0.00	0.00	0.00
273	MUSEUM FUND	11,775.51	44.42	486.59	11,333.34
412	INDUSTRIAL PARK FUND	13,282.16	50.15	0.00	13,332.31
444	2021 CAPITAL IMPROVEMENT BOND FUND	92,756.49	350.07	0.00	93,106.56
661	MOTOR VEH AND EQUIP FUND	136,853.44	10,674.69	1,523.52	146,004.61
703	PROPERTY TAX COLLECTION	15,074.76	60,511.27	15,074.76	60,511.27
	TOTAL - ALL FUNDS	2,009,370.44	146,445.70	181,055.12	1,974,761.02

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank CNB - CNB- PROPERTY TAXES					
12/02/2024	CNB -	1380	196	LENAWEE INT SCHOOL DISTRICT	1,354.34
12/02/2024	CNB -	1381	193	LENAWEE COUNTY TREASURER PROP TAX	4,234.41
12/02/2024	CNB -	1382	9999	CITY OF HUDSON	5,779.00
12/02/2024	CNB -	1383	123	HUDSON AREA SCHOOLS	3,707.01

CNB - TOTALS:

Total of 4 Checks:	15,074.76
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	15,074.76

Bank CNB-C CNB--COMBINED ACCOUNT

11/29/2024	CNB-C	62 (E)	3359	COMCAST	273.50
12/02/2024	CNB-C	61 (E)	3359	COMCAST	273.50 V
12/02/2024	CNB-C	105238	2434	BRINER OIL CO INC	329.33
12/02/2024	CNB-C	105239	2434	BRINER OIL CO INC	289.44
12/02/2024	CNB-C	105240	2423	CITY OF JACKSON	399.34
12/02/2024	CNB-C	105241	35241	FIRE PROS	148.16
12/02/2024	CNB-C	105242	66	HUDSON POST GAZETTE	189.00
12/02/2024	CNB-C	105243	156	CITY OF HUDSON	2,986.76
12/02/2024	CNB-C	105244	461	INTERSTATE SIGN PRODUCTS INC	64.00
12/02/2024	CNB-C	105245	332	THEE OLD MILL	51.79
12/03/2024	CNB-C	105246	3457	TYLER COX	122.18
12/03/2024	CNB-C	105247	2753	D & P COMMUNICATIONS INC.	1,335.71
12/05/2024	CNB-C	105248	3552	BEAVER RESEARCH COMPANY	112.40
12/05/2024	CNB-C	105249	555	CONSUMERS ENERGY CITY HALL	739.49
12/05/2024	CNB-C	105250	0129	CONSUMERS ENERGY	4,609.34
12/05/2024	CNB-C	105251	98	HUDSON AUTO CENTER	21.18
12/05/2024	CNB-C	105252	98	HUDSON AUTO CENTER	17.94
12/05/2024	CNB-C	105253	3234	J MCELDFOWNEY INC	146.51
12/05/2024	CNB-C	105254	MISC	KALIDA TRUCK EQUIPMENT	147.00
12/05/2024	CNB-C	105255	168	KCI INC.	564.62
12/05/2024	CNB-C	105256	210	NICKEL & SAPH	9,965.60
12/05/2024	CNB-C	105257	210	NICKEL & SAPH	8,417.00
12/05/2024	CNB-C	105258	3430	QUADIENT LEASING USA INC.	474.42
12/05/2024	CNB-C	105259	MISC	DIAMONDBACK FIREARMS, LLC	632.00
12/05/2024	CNB-C	105260	MISC	LENAWEE COUNTY EMERGENCY MANAGEMENT	100.00
12/05/2024	CNB-C	105261	MISC	SONIT SYSTEMS	373.25
12/05/2024	CNB-C	105262	970	WHITE, HOTCHKISS & FALAHEE, PLLC	380.00
12/05/2024	CNB-C	105263	2434	BRINER OIL CO INC	447.30
12/05/2024	CNB-C	105264	2434	BRINER OIL CO INC	225.35
12/05/2024	CNB-C	105265	2623	FORREST AUTO SUPPLY	298.99
12/09/2024	CNB-C	105266	2564	AT&T MOBILITY	99.98
12/09/2024	CNB-C	105267	1200	BLADE RUNNER OUTDOOR SERVICE	40.00
12/09/2024	CNB-C	105268	98	HUDSON AUTO CENTER	20.27
12/09/2024	CNB-C	105269	86	GALLS	51.39
12/09/2024	CNB-C	105270	2363	NEXT GENERATION AUTOMOTIVE	112.49
12/09/2024	CNB-C	105271	9898	STEVENS DISPOSAL	11,108.24
12/09/2024	CNB-C	105272	332	THEE OLD MILL	593.01
12/09/2024	CNB-C	105273	3584	TC'S HARDWARE & RENTAL INC	80.00
12/09/2024	CNB-C	105274	1534	UNIFIRST CORPORATION	62.22
12/09/2024	CNB-C	105275	436	WORKSPHERE	220.00
12/12/2024	CNB-C	105276	98	HUDSON AUTO CENTER	45.98
12/12/2024	CNB-C	105277	87	FRAMES PEST CONTROL	51.18
12/12/2024	CNB-C	105278	1057	RONALD B. KECK	549.52
12/12/2024	CNB-C	105279	129	CONSUMERS ENERGY	8,068.14
12/12/2024	CNB-C	105280	129	VOID	0.00 V
12/12/2024	CNB-C	105281	1007	USA BLUE BOOK	5.48
12/12/2024	CNB-C	105282	1372	STATE OF MICHIGAN EGLE	1,950.00
12/12/2024	CNB-C	105283	2564	AT&T MOBILITY	72.48
12/12/2024	CNB-C	105284	139	WEST SHORE SERVICES INC	750.00
12/12/2024	CNB-C	105285	3579	JAY BEST	151.02
12/12/2024	CNB-C	105286	766	LOWES BUSINESS ACCOUNT	501.50
12/13/2024	CNB-C	105287	3182	BURNIPS EQUIPMENT COMPANY	55.36
12/13/2024	CNB-C	105288	1825	DETROIT SALT COMPANY	2,954.83
12/13/2024	CNB-C	105289	1000	SILVERSMITH DATA	600.00

CNB-C TOTALS:

Total of 54 Checks:	62,278.19
Less 2 Void Checks:	273.50
Total of 52 Disbursements:	62,004.69

Bank Count CNB INCOME TAX

Check Date	Bank	Check	Vendor	Vendor Name	Amount
12/02/2024	Count	25116	2529	US POSTAL SERVICE	188.00

COUNT TOTALS:

Total of 1 Checks:	188.00
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	188.00

REPORT TOTALS:

Total of 59 Checks:	77,540.95
Less 2 Void Checks:	273.50
Total of 57 Disbursements:	77,267.45



CLEAR-1019 Reported Offense By Date

Between 11/01/2024 Thru 11/30/2024

Agency: HN Hudson Police Department



Offense Code	Description	Incident Count
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	3
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	1
3073	Retail Fraud Theft 1st Degree	1
5005	Contempt of Court (PPO Violation, etc)	1
5015	Failure to Appear (FTA)	2
5311	Disorderly Conduct	1
5561	Animals at Large	1
C2822	Lost / Missing Juvenile	3
C2825	Juvenile - Incurability	2
C2840	Juvenile - Malicious Mischief	1
C3020	Misdemeanor Arrest Warrant (Originating Agency)	2
C3040	Felony Arrest Warrant - Other Jurisdiction	1
C3045	Extradition Arrest Warrant	1
C3070	Civil / Friend of Court Arrest Warrant	1
C3101	Crash, Single Motor Vehicle	4
C3170	Private Property Traffic Crash	1
C3225	Drug Overdose	1
C3299	Welfare Check	3
C3310	Family Trouble	3
C3318	Found Property	2
C3324	Suspicious Circumstances	2
C3326	Suspicious Vehicles	1
C3330	Assist Other Law Enforcement Agency	10
C3331	Assist Medical	1
C3337	Assist Citizen - Vehicle Lockout	2
C3355	Civil Matter - Other	3
C3357	Protective Services Referral (CPS/APS)	5
C3702	Traffic Complaint / Road Hazard	1
C3728	Traffic Complaint / Parking Complaint	1
C3804	Animal Complaint	2
C3902	Burglary Alarm	1
L3513	Property Check - HN	1
L3517	Subpoena Service - HN	1
L3524	Freedom of Information - HN	4
L3533	PBT Test - HN	1
L3543	Purchase Permit - HN	5
L3580	Unfounded CAD Call - HN	1
L3585	Trespass Warning - HN	1
L3590	Traffic Stop - HN	9
	Sum:	87

Report from the Main Office November 2024

2 building and 2 mechanical permit were issued in November.

We had 3 burials and sold 5 graves sites at the Maple Grove Cemetery.

1 more code violation letter to put all the trash into bags in the cart so the trash doesn't blow around.

In the utilities, the office billed \$153,338.40 in November and with an additional \$6,869.47 in late charges.

Community Center had 8 rentals and 1 community event in November.

The General election ran very smooth, we didn't have any problems. We now have a third person in the office who can work in the State's Qualified Voters File (GVF). Samantha has done her certification so she is able to register voters and anything else that will need to be done. She ran the Absentee Counting Board and did a wonderful job.

I was sick for 2 weeks, Linda and Samantha were able to get the ACH's through and processed. Linda was able to get the meter ready for DPW to get the reads and I was able to manage to get the bills calculated and printed before headed back home. We have the best team in this office. The girls in here go far beyond their own duties to make sure the office runs smoothly. I would like to make sure the council knows how fortunate we are for this group of individuals working here.

Jeaniene McClellan
City Clerk

CITY OF HUDSON



40 Jackson St.
Hudson, MI 49247
517-448-6101
hudsondpw@hotmail.com

Jay Best
DPW Superintendent
Phone #517-403-9216

Water:

1. Total 5,253,000 Max Day: 209,000 Ave. Day: 175,000 Min. Day 125,000
2. Testing complete
3. Iron Filter painted and completed
4. Cross training new employee for water plant
5. Issue with the SCADA at the water plant peerless here to repair. Found part from another community and brought to us to install at our plant

Distribution:

1. Turn on well heater and tower heaters for season
2. Radio reads installed
3. Meter reads complete
4. Valve exercising
5. Working on project on School Street with EGLE, MDOT, and Contractor

Streets:

1. Leaf pick-up
2. Brush pick-up
3. Clean leaves at N. Maple Grove Blvd. and downtown and vac leaves up
4. Trim trees
5. Flags up
6. Maintenance sewer jetting
7. Brush Bin cleaned up daily
8. Positive Electric here to repair light pole and downtown lighting
9. Christmas lighting up

Parks:

1. Leaf mulch in parks
2. Tree trims in parks
3. New light installed at Carlton Park Pavilion Night light

4. Parks winterizes
5. Brush clean-up in parks
6. Cemetery leaves cleaned up in Cemetery with Contractor

Misc:

1. Fire extinguishers inspected on all City owned properties
2. Cemetery Burials completed
3. Lights repaired at Community center
4. Building repairs
5. Equipment Maintenance completed
6. Cross training employees on equipment and Departments

Summary:

Working with EGLE and MDOT to coordinate install of water line on McKenzie to School, Fire Pro was here for extinguisher inspection and going to have to purchase some new units for outdated units. First time on streets with snow was good John has been a great addition and the rest of the crew is done outstanding work this year. Along with the office staff the city is staffed with very talented employees. Thanks Jay

Monthly Ambulance Department Head Report
November 2024

	<u>2024</u>	<u>2023</u>	<u>Difference</u>
Dispatches for the Month	<u>94</u>	<u>112</u>	<u>-18</u>
Dispatches Year to Date	<u>1,026</u>	<u>1,145</u>	<u>-119</u>

Average Overall Response Time (Dispatch to Arrival, Minutes)	<u>November 2024</u>	<u>10.19</u>	Year to Date <u>10.20</u>
Fractile Response Time Percentage (Percentage of response times made at or below goal for each response area)	<u>November 2024</u>	<u>96.10</u>	Year to Date <u>95.96</u>
Number of mutual aide responses	<u>November 2024</u>	<u>16</u>	Year to Date <u>169</u>

Roster Information

Number of Personnel on Current Roster	<u>17</u>	Number of Members Active this Month	<u>15</u>
Number of Members with Extended Inactivity	<u>2</u>	Number of New Hires Year to Date	<u>2</u>
Number of Members on Leave	<u>0</u>	Number of Members that have left the Service	<u>4</u>
Number of Members Ineligible for Primary Response			<u>0</u>

General Notes



Phone (517) 448-4701
 E-Mail: wwtp@ci.hudson.mi.us

Monthly Report of Operations at the
 Wastewater Treatment Plant for November 2024

	24-Oct	24-Nov	
Rain	1.88	1.98	Inches
Average Influent Flow	0.198	0.220	MGD
Max Influent Flow	0.291	0.470	MGD
Total Influent Flow	5.934	6.392	MG
Average Primary Sludge Pumped	5,788	5,720	Gal/day
Total Primary Sludge Pumped	179,435	177,335	Gallons
Average Secondary Sludge Pumped	313,333	238,621	Gal/day
Total Secondary Sludge Pumped	9,400,000	6,920,000	Gallons
Average Sludge Wasted	12,027	13,319	Gal/day
Total Sludge Wasted	360,808	386,254	Gallons
Average Ferrous Feed	67	68	lbs/day
Total Ferrous Feed	2,014	1,976	lbs
Average Electrical Usage	880	913	Kilowatt hrs/day
Total Electrical Usage	26,400	26,472	kilowatt hrs
Average Natural Gas Usage	9	20	M cu ft/day
Total Natural Gas Usage	284	582	M cu ft



Respectfully Submitted Joshua M Mattek City of Hudson WWTP Superintendent.

**PLANNING COMMISSION
121 N. CHURCH STREET – HUDSON MI
REGULAR MEETING
November 25, 2024 at 6:38 pm**

The Regular Meeting was called to order by Chairperson Brad VandeZande at 6:38 p.m.

ROLL CALL: PRESENT: George Race, Rob Hall, Will Terrill, Sean Williams and
Brad VandeZande

ABSENT: Jack Donaldson

OTHERS: City Manager Charles Weir and Deputy City Clerk Linda J Cross

ORDERS OF THE DAY:

Excuse Absent Members:

Motion by Rob Hall seconded by Sean Williams, to **approve to excuse Jack Donaldson from the meeting.** CARRIED by voice vote.

Minutes dated October 28, 2024:

Motion by Rob Hall seconded by Will Terrill, to **approve the minutes dated October 28, 2024 with corrections and place on file.** CARRIED by voice vote.

NEW BUSINESS:

Residential Zoning Ordinance/Zoning Reform Toolkit:

As part of updating the Master Plan, there is a need to update the zoning maps, possibly combining similar zones.

Discussion only

VISITORS BEFORE COMMISSION:

No Visitors

COMMISSION COMMENTS:

Will Terrill – asked if there is an update on if hydrants will be replaced.

ADJOURNMENT:

Motion by Sean Williams, seconded by Rob Hall, to **adjourn the meeting at 7:10 p.m.**

ATTEST: _____

Linda J Cross, Deputy City Clerk



City Manager Report

December 17, 2024

- The city has been named in the remaining slip and fall lawsuit. I will be meeting the legal team of Gordon Rees Scully, Mansukhani of Bloomfield Hills Michigan will be representing the city through the process on Monday the 16th. This is covered by the city liability insurance carrier Nickle & Saph.
- We will be starting on the mid-year budget amendments and will likely have them to Council in January 2025 for review and approval.
- The Department Heads and I are working on the Capital Improve Plan for the FY 2025-2026 budget and five years out. I anticipate getting the draft CIP to the Planning Commission in February and then to the Council in March.
- The new 6" water service line will be put in starting Wednesday December 18th. This will solve the fire suppression deficiency at Alpine Manufacturing and loop the water system to services in that area.
- In February 2025, under the new ESTA law (Earned Sick Time Act) employers will be required to provide sick time hours to all employees at a 30 to 1 ratio. For every 30 hours worked the employee will accrue 1 hour of sick time. I have been consulting with the City Labor Attorney for guidance. The City will have to develop a policy for this. It is unknown at this point how it will affect the current budget and subsequent budgets.

I wish all the city staff, employees, council, boards, commissions, citizens of Hudson and their families a Merry Christmas and a Blessed New Year.

Charlie