

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

April 15, 2014

Mayor Van Doeselaar called a Work Session of the Hudsonville City Commission to order on Tuesday, April 15, 2014 at 6:30 PM.

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

8340. *Property Transfer Affidavit Fee.*

Jan Sal, City Assessor reviewed with the City Commission the State guidelines for documentation that is required when property is transferred. The State of Michigan has a law that requires that a Property Transfer Affidavit is required when property is transferred. When a transfer of ownership occurs, the owner has 45 days to file the affidavit with the local government unit. The penalty for commercial or industrial property for failure to file the affidavit is \$20 per day with a \$1,000 max. The ultimate responsibility to file the affidavit rests with the purchaser. Jan also reviewed with the Commission the procedures that her department goes through for processing deeds, Primary Residence Exemptions and Property Transfer Affidavits. After the deeds are processed they review whether the correct documents have been filed. They will then send out a notice for the missing documents. However, they may not know that paper work is missing until there is a penalty. City Manager Waterman stated that according to our City Attorney we cannot waive a fee on a case by case basis. The City would have to pass a resolution stating that the City would not collect the penalty fee imposed by the State on any property transfers.

Commissioner Brandsen feels that if a buyer is not aware that they need to file this document and it wasn't done intentionally, we should not penalize them.

The consensus of the City Commission is that the City should not waive the fees just because they don't know what is legally required when purchasing property. People that do transfers between two private parties are obligated to do the research or go to City Hall and find out that a transfer is done properly and all the paper work is completed.

It was suggested that a notice should be put in the City's newsletter and on the web site stating the documents that are required if you are buying or selling property.

8341. Motion by Raterink, seconded by Leerar, 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., April 15, 2014. The Pledge of Allegiance was stated and Commissioner O'Brien gave the invocation.

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

Absent: Commissioner Brandsen

8342. Motion by Raterink, seconded by Leerar, to approve the Consent Agenda consisting of the following:

1. Minutes of City Commission work session & regular session dated March 18, 2014.
2. Minutes of City Commission work session dated March 25, 2014.
3. Minutes of Personnel Committee dated April 3, 2014.
4. Minutes of Planning Commission meeting dated March 19, 2014.

All aye, motion carried.

8343. Department Presentations

Dick Mohr, Fire Chief, gave a presentation to the City Commission on the Hudsonville Fire Department.

Don Postma gave a presentation to the City Commission on facilities management.

**Public Safety**

8344. Fire, Police and Emergency Services statistical reports for March received as information.

**Public Works**

8345. Landscape Woodchips  
Motion by O'Brien, seconded by Leerar, to award the 2014 landscape woodchips bid to Three Oaks Ground Cover for the cost of \$2,930.00.

Yea 6, Nay 0, motion carried.

**Finance**

8346. Finance Director's Financial Reports for February 2014 were given. An Investment report was also available for review.

**Approval of Bills**

8347. Motion by Northrup, seconded by Leerar, to approve the payment of the bills in the amount of \$239,884.11 and to confirm payment of bills paid between meetings and reviewed by the Finance Committee.

Yea 6, Nay 0, motion carried.

**Administration**

8348. Consumers Energy Franchise Renewal Ordinance.  
Motion by O'Brien, seconded by Raterink, to approve Ordinance No. 14-298 granting to Consumers Energy Company the non-exclusive franchise to construct, maintain and commercially use electric lines for the purpose of transmitting, transforming and distributing electricity and to do a local electric business in the City of Hudsonville for a period of 30 years.

Yea 6, Nay 0, motion carried.

8349. Easement Agreement with the Elmwood Lake Condominium Association.  
Motion by O'Brien, seconded by Northrup, to approve an Easement Agreement with the Elmwood Lake Condominium Association for a pedestrian pathway through the Elmwood Lake Condominium property.

Yea 6, Nay 0, motion carried.

8350. Easement Agreement with Lake Apio, LLC.  
Motion by O'Brien, seconded by Leerar, to approve an Easement Agreement with Lake Apio, LLC for a pedestrian pathway through property owned by Lake Apio, LLC.

Yea 6, Nay 0, motion carried.

8351.            Easement Agreement with Ottawa County.  
Motion by O'Brien, seconded by Northrup, to approve an Easement Agreement with Ottawa County for a pedestrian pathway through property owned by Ottawa County.

Yea 6, Nay 0, motion carried.

**ADJOURNMENT**

8352.            Motion by Raterink, seconded by Leerar, 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