

BROWN CITY COUNCIL PROCEEDINGS

JANUARY 8, 2018

MEETING CALLED TO ORDER BY MAYOR JULIE MILLER AT 7:00 PM.

PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER.

PRESENT: Mayor Julie Miller, Councilmembers: Pat Jacobson, Gerald Kosal, Christine Lee, Ross McIvor, Alecia Parks, and William Walters; City Clerk Juanita Smith, City Manager Clint Holmes and City Attorney Gregory Stremers.

ABSENT: None.

GUESTS: Steven Kovacs representing the Brown City Banner.

**PRESENTATION OF MAYOR AND CITY COUNCIL PROCLAMATION FOR:
Coach Welke and the Brown City Volleyball Team.**

The Volleyball Team was unable to attend the Council Meeting tonight and have been rescheduled for the next Council Meeting on January 22, 2018.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM McIvor, to accept the Regular Meeting Minutes of December 18, 2017 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General - \$22,770.36 (8366-8400), Payroll – Total Payroll - \$33,662.80**--Payroll from 12/6/17 to 12/19/17 - \$18,640.04 (8226-8254 plus EFT), Payroll from 12/20/17 to 01/02/18 was \$15,022.76 (8255-8270 plus EFT), **Major Street - \$995.78 (3943), Local Street - \$1133.78 (4280-4281), Sanitary Sewer - \$701.57 (3700-3701), Water - \$14,261.25 (2864-2867), Arsenic Abatement - \$72.00 (1384), and Equipment - \$919.07 (1589-1591).** Motion carried.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. No questions. One concern was voiced by CM Walters. He had been approached by a business owner stating that they thought that Brown City did not have enough Police attention. However, when CM Walters checked the work sheet of the Police the amount of tickets written was about the same as usual. Another Council Member said that they had been told that they thought we had too much Police activity.

UNFINISHED BUSINESS: None Scheduled.

RESOLUTIONS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER'S REPORT:

1. **DPW Accident:** On Christmas Day, while loading salt into the salt spreader, the bucket fell off the Ghel skidloader onto the salt spreader and red pickup. There was very minor damage to the pickup, but the glass window on the skidloader was shattered. A replacement window has been ordered at a cost of about \$250. While there were no injuries at the time of the accident, one City DPW employee cut his thumb while removing broken glass from the frame of the skidloader on December 29th. He was treated at the Marlette Regional Hospital ER and released.
2. **2018 Street Renovation Project:** The City copied and mailed the RFP approved by the City Council to various engineering firms that support the Thumb Region on December 19th. The RFP responses are due to the City by 2:00 PM on February 8, 2018.
3. **Water Asset Management Plan (AMP):** MDEQ informed the City that they had received our Water AMP and “will be reviewing the document in the near future, Lansing will be evaluating any financial portions of the AMP and we will be contacting you or the supply if any more information needs to be added or anything needs to be changed.” The Plan should be reviewed annually.
4. **NSF Checks:** On The policy approved by the City Council to increase the fee for Non-Sufficient Funds (NSF) checks to \$35 has been implemented.
5. **Solar Panel Policy:** The City has no policy or ordinance concerning the installation of solar panels on a structure or in a yard. A resident on Reed Street plans to install eight panels on the south side of their roof. Discussion with the Sanilac County Department of Construction requested guidance from the City concerning our policy for approval. Recommend that if panels are roof mounted and cover less than 30% of the roof, that no City Permit is required. If ground mounted or more than 30% roof coverage, a City Permit and City Council approval is required. All solar panel installations on commercial and industrial properties should go before the Planning Commission and then the City Council. All solar panel installations require Sanilac County Permits. How does the City Council wish to proceed?

There was a lengthy discussion on how to approach this situation. It was determined that a simple ordinance could be written but a Public Hearing would have to be held. The Public Hearing will be held on March 12, 2018.

6. **Martin Luther King Day Schedule:** City Hall, the Police Department and DPW will be open on Monday, January 15th.

ATTORNEY'S REPORT:

Attorney Gregory Stremers has been working with Tri County Bank on the alley abandonment. A Public Hearing must be held before the City can abandon the alley.

This Public Hearing will be held on March 12, 2018 at which time the solar panel policy will also be brought before the public.

TREASURER’S REPORT:

About 200 tax bills have been collected.

CLERK’S REPORT: None.

MAYOR’S REPORT:

The Mayor reported that the Planning Commission met to study the City Master Plan that is being written. She reported that everything seems to be going good with the draft copy.

The Mayor would like to have a Personnel Committee meeting. She stated that there are several items that need to be discussed. January 22, 2018 at 6:00 p.m. was set as a date for the Personnel Committee to meet.

COMMITTEE REPORTS:

1. Tax and Finance (Jacobson) – None.
2. Streets and Sidewalks (Kosal) – None.
3. Police / Fire Authority (Lee) – CM Lee reported that the Firemen had a car wash and raised over \$800.
4. Building and Grounds (Mclvor) – None.
5. Personnel (Parks) – None.
6. Water and Sewer (Walters) – CM Walters asked City Manager Clint Holmes if there was any work scheduled or needed on any of the wells. Manager Holmes replied that eventually Well #4 would need work but that it is sometime in the future as the need comes up.

GENERAL CONCERNS OF THE COUNCIL:

CM Mclvor questioned the exact cause of the DPW accident. City Manager Clint Holmes replied that he had asked the DPW workers the same question but no one seems to know just what happened. Perhaps a pin came out or it could be that it just separated. No one seems sure of just what happened.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Jacobson, second by CM Mclvor, to adjourn at 7:33 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk