

# BROWN CITY COUNCIL PROCEEDINGS

## FEBRUARY 12, 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: Gerald Kosal, Christine Lee, Ross McIvor, Alecia Parks, and William Walters; City Clerk Juanita Smith and City Attorney Gregory Stremers.

**ABSENT:** CM Pat Jacobson and City Manager Clint Holmes.

**GUESTS:** Mike Vislosky from the DPW, Steven Kovac representing the Brown City Banner, and a resident from 6827 Cade Road.

**ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:** None.

### **CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Walters, second by CM Parks, to accept the Regular Meeting Minutes of January 22, 2018 as presented. Motion carried.

### **PAY BILLS:**

Motion by CM Lee, second by CM McIvor, to pay the bills in the following funds:

**General - \$26,594.42 (8414-8449), Payroll - \$15,379.44 (8293-8310 plus EFT), Major Street - \$1,976.16 (3944-2945), Local Street - \$1,976.16 (4282-4283), Sanitary Sewer - \$407.96 (3705), Water - \$2,543.59 (2873-2889), and Equipment - \$3,126.74 (1594-1597).** Motion carried.

**PERSONAL APPEARANCES:** None Scheduled.

### **PUBLIC QUESTIONS & COMMENTS:**

Resident from 6827 Cade Road questioned, "Why aren't the roads plowed in a timely manner?" She said that Cade Road is absolutely horrible!

Mayor Miller replied that we are trying to figure out a way to get the roads cleared earlier. Mike Vislosky, DPW worker stated that the men usually come in about 4:00 a.m.

**POLICE REPORT:** Report reviewed. No questions or concerns.

**UNFINISHED BUSINESS:** None Scheduled.

### **RESOLUTIONS:**

- 1. Resolution 18-02:** A Resolution To Formally Adopt Guidelines For Poverty Exemptions For Property Taxes.

**Motion by CM Walters, second by CM Parks, to adopt Resolution 18-02: A Resolution To Formally Adopt Guidelines For Poverty Exemptions For Property Taxes.**

**ROLL CALL VOTE: CM Lee – Yes, CM Walters – Yes, CM Jacobson – absent, CM Parks – Yes, CM Kosal – Yes, CM McIvor – Yes. 5 Yes Votes, 0 No Votes, 1 Absent, 0 Abstaining. Motion carried.**

**PUBLIC HEARING:** None Scheduled.

**ORDINANCES:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

**MANAGER'S REPORT:**

**1. Street Project – 2018:** The City is responsible for the engineering and project management associated with the Maple Valley Road project. In order to be funded by the federal and state highway programs, plans must be reviewed and approved by Lansing before the project can be bid. They require a minimum of three months for this review. The City prepared a Request for Proposals (RFP) for Maple Valley Road; plus Thelman Avenue, Belview and Autumn Gold Drives. The RFP responses were opened by the City at 2:00 PM on February 8, 2018. Of the nine (9) RFP's sent out, the following is the result:

- i.** Anderson, Eckstein and Westrick, Inc. (Shelby Township): No Response.
- ii.** Fishbeck, Thompson, Carr & Huber (Grand Rapids): No Response.
- iii.** Hubbell, Roth & Clark, Inc. (Bloomfield Hills): No Response.
- iv.** Williams & Works, Inc. Grand Rapids): No Response.
- v.** Townley Engineering (Sandusky): No bid.
- vi.** Huron Consultants (Port Huron): \$54,830.
- vii.** BMJ Engineers and Surveyors, Inc. (Port Huron): \$51,802.
- viii.** Spicer Group (Saginaw): \$45,500.
- ix.** Fleis&Vandenbrink (Grand Blanc): \$38,500.

The City Council may accept one of the above bids; Send it to the Streets & Sidewalk Committee for review and recommendation; Postpone the decision to the next City Council meeting; Rebid; or another course of action. How does the City Council wish to proceed?

**Discussion among the Councilmembers:**

**CM Kosal had looked up Fleis & VAndenbrink on the computer and did not feel that they would be a good match for the work we needed done.**

**Several other Councilmembers stated that they were not completely pleased with the work of Huron Consultants at our last job.**

**Other Councilmembers spoke of the work Spicer Group had done for us and were satisfied with their work.**

**Motion by Walters, second by Kosal, to accept the bid of Spicer Group of Saginaw for the amount not to exceed \$45,500 (forty-five thousand, five hundred) for the Street Project – 2018 Proposal (RFP) for Maple Valley Road; plus Thelman Avenue, Belview and Autumn Gold Drives.**

**ROLL CALL VOTE: CM Walters – Yes, CM Jacobson – absent, CM Parks – Yes, CM Kosal – Yes, CM Mclvor – Yes, CM Lee – Yes. 5 Yes Votes, 0 No Votes, 1 Absent, 0 Abstaining. Motion carried**

**2. City Liability Insurance:** Met with John Gandolfi, who represents the City's insurance carrier, on January 30<sup>th</sup> to discuss renewal of the City's Policy and review coverage and insurance levels. No significant changes to the policy were made. Rates increased slightly less than 1% since the City is beginning the third year of the three year contract with Michigan Township Participating Plan.

3. **Grant Update:** The City was notified by the Michigan Township Participating Plan that our grant request for \$3,000 toward the purchase of four (4) body camera and Cloud contract video storage for the Police Department has been approved. The BCPD will order the cameras and contract for storage once the agreement is complete. The City has until August 2<sup>nd</sup> to request reimbursement. The City's matching fee of \$695 will be paid by the General Fund. Recommend the City Council authorize the Mayor to sign the grant agreement.

**Motion by CM Lee, second by CM Parks, to authorize Mayor Miller to sign the grant agreement from the Michigan Township Participating Plan on behalf of the City of Brown City for \$3,000 (three thousand dollars) toward the four (4) body camera and Cloud contract video storage for the Police Department. Motion carried.**

4. **Tri County Bank:** Formal notification letters were sent concerning the Public Hearing at City Hall on February 26<sup>th</sup> at 7:05 PM. The hearing for consideration of the abandonment of the alley between Main and First Streets and starting at James Street and proceeding east was sent to the following:
  - a. All property owners within 300 feet of that portion of the alley designated for abandonment.
  - b. All utilities with an interest in the alley: SEMCO, DTE, Frontier, Air Advantage, and COMCAST.
  - c. As required by state law, also notified were the road commission, drain commission and Department of Energy, Labor and Economic Growth.
  - d. Proper notice was also placed on Channel 6 and a Public Notice appeared in the Banner on February 5<sup>th</sup> and will also be in the February 19<sup>th</sup> Edition.

5. **Union:** On February 5<sup>th</sup> the City was notified by letter that Mike Vislosky "has been appointed Steward representing members of Operating Engineers Local 324 working for the City of Brown City DPW."

On February 7<sup>th</sup> the City received a letter stating: "This is to advise you that we wish to open our Agreement for the purpose of negotiating for economics only." The envelope (sent certified mail) also included FMCS Form F-7 – Federal Mediation and Conciliation Service Notice to Mediation Agencies.

The City will try and include this negotiation with the one being scheduled concerning the proposed Personnel Policy Manual.

**Meeting is scheduled for February 27, 2018 at 10:00 a.m.**

6. **Michigan Municipal Executives (MME):** The annual winter conference for the MME was held in Ann Arbor January 30<sup>th</sup> through February 2<sup>nd</sup>. City managers and administrators from all over the state met to discuss issues pertaining to municipal government. Training topics included: Infrastructure Funding and Planning trends, Succession Planning, Ethics, PFAS and the new Lead/Copper Rules for drinking water, ADA Compliance issues, and municipal law training. The conference ended with a Legislative Update: Lansing proposals include:

- a. **Tipping Fees:** The Governor is proposing raising "tipping fees" – the cost to deposit each ton of garbage at the dump - from 36¢ per ton to \$4.75 per ton. Analysis revealed this would add about \$2.00 per month to each household's utility bill in Brown City.

- b. Water Surcharge:** The Governor is also proposing charging each resident \$5 per year for water infrastructure improvements. The state assessment on public water supply systems would be phased in with \$1 added per year for five years. Only customers of public water supply systems serving 1,000 people or greater would be assessed.
- 7. City Audit:** Information required by the federal and state governments to be included in the City's annual financial audit continues to grow. Packets containing extensive checklists were received by the City from King & King CPAs. These will be completed by staff prior to the audit in May.
- 8. Solar Panel Policy:** The draft copy of City Ordinance Section 153 – Alternative Energy will be reviewed by the Planning Commission at their regular meeting on March 1<sup>st</sup>.
- 9. Board of Review:** The Brown City Board of Review will meet March 12<sup>th</sup> and 13<sup>th</sup>. All tax payers in the City of Brown City are reminded that the Board will hear protests at City Hall on Monday, March 12 – 9:00 AM to 12:00 PM and 1:00 PM to 4:00 PM and Tuesday, March 13 – 2:00 PM to 5:00 PM and 6:00 PM to 9:00 PM. By City Council resolution, the Board of Review is authorized to act upon written request from all Brown City taxpayers who are unable to attend the meeting in person concerning their current property assessment. The Notice will appear on Channel 6 and three times in the *Banner*.
- 10. Presidents Day:** The City Hall, Police and DPW will be closed on Monday, February 19<sup>th</sup> in honor of Presidents' Day.

#### **ATTORNEY'S REPORT:**

City Attorney had several things to report to the Council—

- 1) He said that the reopening of the bathrooms at the park is ongoing.
- 2) Karegnond (KWA) sent an agreement to offer a limited amount of water to our fire department to use for fire suppression and training purposes one day a year. City Manager Clint Holmes will respond to this agreement. Our Attorney said he had looked it over and it seems to be okay.
- 3) The Burnside Township Attorney had contacted Attorney Stremers regarding wind energy and questioned if we as a City were doing anything about adopting a wind energy ordinance.

**TREASURER'S REPORT:** Carol was able to come into work on Friday. Tax money is still coming in and is due by the end of this month.

**CLERK'S REPORT:** None.

**MAYOR'S REPORT:** None

#### **COMMITTEE REPORTS:**

1. Tax and Finance (Jacobson) – Absent.
2. Streets and Sidewalks (Kosal) – CM Kosal is concerned about people piling snow on the sidewalks. "Can we put something on Channel 6 asking that they not pile snow on the sidewalks?", he asked.

CM Kosal also felt the fire hydrants needed to be clear of snow around them. The Firemen usually do this and Adam, City Policeman, will remind the Firemen.

3. Police / Fire Authority (Lee) – None.
4. Building and Grounds (Mclvor) – None.
5. Personnel (Parks) – Committee meeting January 22<sup>nd</sup>.
6. Water and Sewer (Walters) – None.

**GENERAL CONCERNS OF THE COUNCIL:** None.

**PUBLIC QUESTIONS & COMMENTS:**

- 1) Brown City Banner Reporter Steven Kovac asked if he could have a copy of Resolution 18-02 that was passed earlier this evening. (He was given a copy).
- 2) Do you have any objection to citizens clearing around the fire hydrants near their home? questioned Steven Kovac.
- 3) Steven Kovac wanted to know if anyone had any news about the town or people that he could do a story on.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Mclvor, second by CM Lee, to adjourn at 7:22 p.m. Motion carried.

Respectfully submitted,

Juanita Smith  
City Clerk