

BROWN CITY COUNCIL PROCEEDINGS

JULY 24, 2017

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

PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER.

PRESENT: Mayor Julie Miller, Councilmember: 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 Kovac representing the Brown City Banner Newspaper, Tom Verran, and John Bell.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA.

City Manager Clint Holmes reported there would be one addition under Petitions and Communications.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM McIvor, second by CM Parks, to accept the Regular Meeting Minutes of July 10, 2017 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General** - \$7,959.19 (8126-8137), **Payroll** - \$15,782.89 (8017-8036 plus EFT, **Major Street** - \$90.00 (3929), **Sanitary Sewer** - \$760.34 (3666-3667), **Water** - \$1,233.95 (2808-2812), **Arsenic Abatement** - \$150.72 (1367-1368), **Storm Sewer** - \$183.03 (1244-1246), and **Equipment** - \$1,105.92 (1569-1570). Motion carried.

DPW REPORT: Report reviewed. No questions or comments.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

UNFINISHED BUSINESS: None Scheduled.

RESOLUTIONS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **6767 St. Marys Street:** Construct new 32' x 48' pole barn; construct new 16' x 24' sun room onto existing house; install foundation and move existing 18' x 24' garage onto new foundation.

Motion by CM Parks, second by CM Walters, to approve the application to construct a new 32' x 48' pole barn; construct new 16' x 24' sun room onto the existing house, install a foundation and move an existing 18' x 24' garage onto the new foundation. The permit may be picked up at the City Hall on Tuesday, July 25, 2017 after 10:00 a.m. by the owner of the 6767 St. Marys Street property. The owner must then go to Sandusky County Court House to purchase the required permits.

MANAGER'S REPORT:

1. **Lincoln Street Renovation Project:** On July 17th, Astec Asphalt began work on Lincoln Street. No issues have been encountered to date. The project should be completed by the end of next month.
2. **M-53 Resurfacing:** MDOT reported that they will resurface 7.6 miles of M-53 from north of the Macomb/Lapeer county line to I-69 in the village of Almont. This work includes shoulder, ramp, gutter, sidewalk and drainage repairs. Work is scheduled for July 24 through September 30th.
3. **Sanilac County Airport Zoning Ordinance:** The City received a copy of the new Airport Ordinance which takes effect on September 1st. A copy of the Ordinance is available for review at City Hall.
4. **Tall Grass and Blight Notices:** The Chief of Police conducted a City-wide inspection of properties. A total of twelve notices to property owners and tenants for tall grass and weeds; blight; a junk vehicle; were mailed out on July 20th. Property owners have until the date on the letter to comply or a contractor will be hired to do the work and the owner billed along with an administrative fee.
5. **City Water Tower:** The water tower was inspected and cleaned on July 19th. The DPW completely refilled the water tower later that same day. The necessary series of water tests were completed and the water tower became fully operational, and was reconnected to the system, the afternoon of July 21st. The formal report on the condition of the water tower has not yet been received from the contractor, but no issues were noted during the inspection.
6. **Well Number 4:** Northern Pump and Well inspected and tested Wells Number 3 and 4 earlier this year. Well Number 3 is in excellent condition. Well Number 4 could not be fully tested because the "stilling tube" – a small pipe designed to allow air to flow into the well as water is removed – is damaged or otherwise blocked. The estimate to replace this part is: "Price will not exceed \$5,000.00". Recommend the City Council approve this repair and authorize the Mayor to sign the contract.

Motion by CM Walters, second by CM Kosal, to replace the "stilling tube"—a small pipe designed to allow air to flow into the well as water is removed—in Well Number 4 at a price not to exceed five thousand dollars (\$5,000). Motion to

include authorizing Mayor Miller to sign the contract on behalf of the City of Brown City to do the needed repair work. Motion carried.

- 7. Freedom of Information Act Request:** On July 20th the City received the following FOIA request: an electronic copy of 'any' and 'all' vendor (transfer of property or services) payee payments for the years 2016. Production shall include the vendor name; vendor address; vendor city; vendor state name; vendor zip code; Check Date/ ACH Date; Check Number/ACH code; Check Amount/ ACH Amount; department; agency; type of payment (i.e. contract, grant, etc.) and description of products or services/ purpose of payment. The City was able to provide a copy of the payment database for FY 2016-2017 which was forwarded to the requestor electronically. The City received a response thanking us for the information, indicating the request was satisfied.
- 8. MTPP Grant Payment:** On July 21st, the City received a check for \$2,500 from the Michigan Township Participating Plan Risk Reduction Grant Program for partial reimbursement of the cost for the City DPW's new digital camera for inspecting sewer mains and leads.
- 9. Revenue Sharing:** The Governor signed into law the new state budget which included an increase in revenue sharing. As a result, the City of Brown City will receive an estimated \$2,388, a 1.6% increase, over the amount received last year.
- 10. Deaf Child Sign:** The DPW transferred the Deaf Child sign from McMorran Street to Third Street on July 20th.

ATTORNEY'S REPORT:

City Attorney Gregory Stremers discussed several problems and solutions concerning the appointment of a Deputy Treasurer during our City Treasurer Carol Walters absence from the office due to an upcoming surgery and recovery time. He will check into information regarding this situation and get back with City Manager Clint Holmes tomorrow.

TREASURER'S REPORT:

The taxes are being collected and money has been mailed into the county today.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. Appoint William Walters as Acting Deputy City Treasurer until Treasurer Carol Walters can resume her duties.

Motion by CM Parks, second by CM Mclvor, to approve the appointment of a Deputy Treasurer by City Treasurer Carol Walters following legal review by our City Attorney, Gregory Stremers.

ROLL CALL VOTE: CM Mclvor – yes, CM Lee – yes, CM Walters – abstain, CM Jacobson – yes, CM Parks – yes, CM Kosal – yes. 5 Yes Votes, 0 No Votes, 1 Abstained, 0 Absent. Motion carried.

COMMITTEE REPORTS:

1. Tax and Finance (Jacobson) – None.
2. Streets and Sidewalks (Kosal) – None.
3. Police (Lee) – None.
4. Building and Grounds (Mclvor) – None.
5. Personnel (Parks) – None.
6. Water and Sewer (Walters) – None.

GENERAL CONCERNS OF THE COUNCIL:

The question was brought up as to who was responsible for putting the pots of flowers on Main Street. It was reported that Debbie Ryckman is the one who has been placing them throughout the Main Street.

CM Kosal asked about the unkempt bushes at the Rotary Club Park beside Liebler's Insurance Agency. City Manager Clint Holmes replied that it was already planned that the DPW was going to remove the bushes on the west side of that area soon. Liebler's Insurance Agency takes care of the ones on their side.

PUBLIC QUESTIONS & COMMENTS:

Steven Kovac, reporter for the Brown City Banner, asked, "If there is a conflict between the City Charter §2.05 and the 4th Class City Act, which one takes precedence?" In reply our City Attorney said he would research this question and get with City Manager Clint Holmes tomorrow with an answer.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Mclvor, to adjourn at 7:31 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk