

BROWN CITY COUNCIL PROCEEDINGS

October 14, 2019

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: Stacy Biel, Patricia Jacobson, Christine Lee, Ross Mclvor, Eugene Navock and Walter Robison; City Manager Clint Holmes and City Attorney Gregory Stremers.

ABSENT: City Clerk Juanita Smith.

GUESTS: Charles Mitchell – Brown City Public Library Boardmember, Brown City Police Chief Ronald Smith, Administrative Assistant David R. Van Cura.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:

City Manager Holmes reported that there will be two additions to the City Manager's Report.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Mclvor, second by CM Biel, to accept the Regular Meeting Minutes of September 23, 2019 as presented. Motion Carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay bills in the following funds: **General** – \$32,367.35 (9448 – 9495), **Payroll** – \$33,842.32 (9102 – 9194 plus EFT), **Major Street** – \$600.00 (4012 – 4014), **Local Street** - \$280.00 (4333), **Sanitary Sewer** – \$2,289.82 (3838 – 3843), **Water** – \$2,383.17 (3120 – 3131), **Arsenic Abatement** – \$43,811.40 (1467 – 1471), **Storm Sewer** – \$89.00 (1300), **Equipment** - \$785.61 (1690 – 1693). Motion Carried.

PERSONAL APPEARANCES:

1. Charles Mitchell – Brown City Public Library Boardmember: Dr. Mitchell and City Attorney Greg Stremers discussed the possible purchase of the building located at 4222 Main Street owned by Tri-County Bank for a new library.

The City would not be obligated financially. An ordinance and a resolution would need to be passed by the City Council. At the Council Meeting on October 28, 2019, anticipate introduction the ordinance authorizing the purchase of the building by the Library. A public hearing will be scheduled for the November 11, 2019 Council Meeting.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: The report was reviewed. There were no questions or concerns. Chief Smith reported that the Homecoming Parade will be on Friday, October 18th at 5:00 PM. He will coordinate traffic control with the school and fire department.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS:

1. Local Governing Body Resolution for Charitable Gaming License – Hog Town, Inc.

Motion by CM Mclvor, second by CM Navoci, to adopt the Local Governing Body Resolution for Charitable Gaming License – Hog Town, Inc.

ROLL CALL VOTE: Jacobson – YES, Biel - YES, Lee – YES, Mclvor – YES, Robison – YES, Navock – YES. 6 – YES, 0 – NO, 0 – ABSTAIN, 0 - ABSENT.
Motion Carried.

PETITIONS & COMMUNICATIONS: None.

MANAGER’S REPORT:

- 1. Brown City Water Tower:** The City issued the permit to Thumb Cellular (Pigeon Telephone) to begin the project to expand their existing building at the base of the water tower by adding an 8’ X 10’ structure.

The City received a letter from AT&T stating that the lease agreement “has been fully executed.” They also forwarded a check for \$1,000 to keep their option open to August 6, 2020. No information was received concerning when installation of the additional antennas and ground site will begin.

Additionally, Utility Service Company conducted a detailed inspection of the water tower on September 25th. No issues were noted at the time; however, the City has not yet received the official report.

- 2. Brown City Schools:** Michigan Pipe Inspection completed televising the school’s wastewater system the week of August 18th. The Superintendent forwarded to the City via email a copy of the report and associated map on October 7th. Additionally, a request for a written agreement concerning notification to the school in the event of a high-water alert at the lift station was provided. The City and School have had an informal agreement concerning notification for some time. Does the City Council have any objection to signing the agreement?

After some discussion, the City Council agreed to table the request until the City receives a copy of the engineering report.

- 3. Hydrant Repairs:** The hydrant on Vine Street will have to have the internal components replaced. Since this is a Traverse City hydrant, this work can be done with a conversion kit. The kit was received, the Miss Dig request completed, and the hydrant is scheduled for repair during the week of October 14th. Repair should not require water being shut-off to residents.
- 4. FOIA Request:** The City received a Freedom of Information Act request on October 7th for documents concerning hiring the current police chief. Information was provided and the request closed on October 8th.

5. **Special Assessments:** The City has levied special assessments on six properties –four for sidewalk payments, one for utilities, and one for a culvert installation. Letters were sent to the property owners. If payment is not received by October 24th, the City Council is scheduled to pass a Resolution on October 28th to have these special assessments added to the December 2019 Sanilac County Tax Roll.
6. **October Budget Amendment:** The semi-annual budget amendment will be presented to the City Council at the October 28th meeting. Does the Tax and Finance Committee want to meet to review the budget amendment prior to the meeting?

A meeting of the Tax and Finance Committee to review the 2019-2020 mid-year City Budget Amendment was scheduled for 6:30 P.M. immediately prior to the City Council meeting on October 28, 2019.

7. **Sanilac Tourism Association:** The Association will again be publishing the Sanilac Visitor's Guide. Suggested dues are \$100 and an ad the same size as the City had last year is \$455 (less 10% with membership). Does the City Council wish to renew the City's membership in the Association and run an ad similar to the one last year?

Motion by CM Mclvor, second by CM Navock, to renew the City's membership for the year 2020 in the Sanilac Tourism Association and to run the same ad as last year in the Sanilac Visitors' Guide for a total cost of \$510.00. Motion Carried.

8. **Lagoon Sludge Determination:** Sewage sludge is the residual, semi-solid material that is produced as a by-product during sewage treatment of municipal wastewater. The City DPW, using a special tool, assessed the level of sludge in Cell #1 and #2 in 2007 and found an average depth of 8.6" and 8.25" respectfully. The levels in Cell #1 and #2 were again checked on October 10, 2019, and were found to have average depths of 11.31" and 10.25". Eventually the cells will need to be drained and the sludge removed and disposed of. The City DPW anticipate that this will be accomplished with land application as it makes a superb fertilizer. However, the cost to remove it from the cells will be quite high. Expect to have to do this within about a decade.
9. **Water System Inspection:** The MEGLE (formerly MDEQ) District Engineer visited the City to inspect the City's waste water lagoon system on August 28th. The written report was received on October 1st. No significant issues were noted. A copy is available for review at City Hall.

10. **Halloween Hours:** The City Council has traditionally set Halloween hours for the City. Last year the hours were from 5:00 to 7:00 PM. Halloween is Thursday, October 31st.
Motion by CM Jacobson, second by CM Navock, to set Halloween Trick or Treat hours for Thursday, October 31, 2019 from 5 P.M. to 7 P.M. Motion Carried.

11. **Lincoln Street Tree:** The DPW Forman reported that the branch of a tree had fallen on Lincoln Street late on October 12th as a result of weather. The branch was moved just before midnight so as not to block traffic, and removed from the wires Sunday morning. A local contractor has been hired to remove the debris.

12. **Infrastructure Asset Management:** The Michigan Infrastructure Council is providing training for their new Asset Management Readiness Tool. This will be the morning of October 18th in Lapeer.

ATTORNEY'S REPORT:

City Attorney Stremers reported on a title search question regarding property that was previously owned by the City and is currently owned by Tri-County Bank.

TREASURER'S REPORT:

City Treasurer Tiffanie Bissett is asking to be compensated for the extra time she has spent collecting the Delinquent Personal Property Taxes that have accrued over the past 13 years. She has collected around \$10,000.00. She is requesting compensation up to 20% of the amount she has collected.

After discussion by the City Council, they agreed to table City Treasurer Bissett's request until the next meeting pending further information.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. **MML Annual Conference Report:** The Michigan Municipal League held their annual conference in Detroit September 24-27. Mayor Miller and Councilmember Lee informed the Council of the various seminars they attended.
2. Mayor Miller reported that Louis Martus was appointed to the Brown City Community Park Board to replace the late Charles Vandewarker.
3. The Park Board has purchased disc golf equipment and will have it installed throughout the Park.
4. Brown City Days Festival Commission will hold Fall Festival activities at the Brown City Fire Hall on Saturday, October 19th from 3 P.M. to 5 P.M.
5. The Christmas Tree Lighting will be held on Saturday, December 14, 2019 at City Hall.

COMMITTEE REPORTS:

1. Building and Grounds (Mclvor) – None.
2. Personnel (Biel) – None.
3. Police / Fire Authority (Lee) – None.
4. Streets and Sidewalks (Navock) – None.
5. Tax and Finance (Jacobson) – The mid-year City Budget Amendment meeting is set for 6:30 p.m. prior to the City Council Meeting on October 28th.
6. Water and Sewer (Robison) – None.

GENERAL CONCERNS OF THE COUNCIL: None.

PUBLIC QUESTIONS & COMMENTS: None.

CLOSED SESSION: None Scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Biel, to adjourn at 7:58 p.m. Motion Carried.

Respectfully submitted,

David R. Van Cura
Administrative Assistant