

BROWN CITY COUNCIL PROCEEDINGS

OCTOBER 23 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, Councilmembers: Pat Jacobson, Gerald Kosal, Christine Lee, Ross Mclvor, 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, Todd Wendorf from Astec Asphalt, Eric Ostling, Huron Consulting, Robert Jacobson, and Phil Bartle, DPW Foreman.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: City Manager Clint Holmes reported that there would be one addition under Resolutions.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM Lee, to accept the Regular Meeting Minutes of October 9, 2017 as corrected. Corrections to spelling of guests names—Todd Wendy should have read Todd Wendorf and Matt Methney should have been spelled Matt Mcelheny. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General** - \$22,505.02 (8261-8278), **Payroll** - \$16,091.70 (8126-8151 plus EFT), **Major Street** - \$45.00 (3939), **Sanitary Sewer** - \$545.08 (3687-3689), **Water** - \$924.66 (2845-2847), **Arsenic Abatement** - \$23.75 (1377), **Storm Sewer** - \$1,235.00 (1255-1256), and **Equipment** - \$2,500 (1580-1581). Motion carried.

PERSONAL APPEARANCES:

1. Lincoln Street Project:
 - a. Todd Wendorf– Astec Asphalt.
 - b. Eric Ostling – Huron Consulting.

Todd Wendorf and Eric Ostling appeared before the Councilmembers to answer any questions the Council might have. No questions were asked. However, City Manager Clint Holmes reported that he, Todd Wendorf, Eric Ostling, and the Mayor walked the new street to look at the finished product. Clint Holmes reported that there was some leveling between the sidewalks and curbs that needs to take place and there is some erosion on the south end of Lincoln Street on both the east and west sides that needs to be dealt with. He also commented on the things that looked very good such as the asphalt and the gutters.

Eric Ostling from Huron Consulting said that next time things would be scheduled differently so that people wouldn't have to wait a week between doing the curbs, gutters, and the asphalt work. The Councilmembers commended the men on the final outcome.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: Report reviewed. No questions or concerns.

UNFINISHED BUSINESS: None Scheduled.

RESOLUTIONS:

1. 17-13 - Resolution Of The City Of Brown City To Be In Compliance With the State Election Law Regarding Date For Filing Election Petitions.

Motion by CM Walters, second by CM Mclvor, to adopt Resolution 17-13: A Resolution of the City of Brown City to Be In Compliance With The State Election Law Regarding The Date for Filing Election Petitions. ROLL CALL VOTE: CM Mclvor – Yes, CM Lee – Yes, CM Walters – Yes, CM Jacobson – Yes, CM Parks – Yes, CM Kosal – Yes. 6 Yes, 0 No, 0 Abstaining, 0 Absent. Motion declared carried.

2. 17-14 - Resolution Of The City Of Brown City To Amend The City's 2017-2018 Budget To Better Reflect Revenues And Expenditures.

Motion by CM Walters, second by CM Jacobson, to adopt Resolution 17-14: A Resolution of the City of Brown City to Amend the City's 2017-2018 Budget to Better Reflect Revenues and Expenditures. ROLL CALL VOTE: CM Lee, - Yes, CM Walters – Yes, CM Jacobson – Yes, CM Parks – Yes, CM Kosal – Yes, CM Mclvor – Yes. 6 Yes Votes, 0 No Votes, 0 Abstained, 0 Absent. Motion carried.

3. 17-15 - Resolution To Formally Apply For Assistance From The Risk Reduction Grant Program (RRGP).

Motion by CM Lee, second by CM Parks, to adopt Resolution 17-15: A Resolution To Formally Apply For Assistance From The Risk Reduction Grant Program (RRGP). ROLL CALL VOTE: CM Walters – Yes, CM Jacobson – Yes, CM Parks – Yes, CM Kosal – Yes, CM Mclvor – Yes, CM Lee – Yes. 6 Yes Votes, 0 No Votes, 0 Abstained, 0 Absent. Motion carried.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS (pink):

1. 4288 Maple Street – Install three (3) 8' X 8' wood pre-made skid sheds adjacent to each other in the backyard of this triplex near the alley.

Motion by CM Walters, second by CM Kosal, to approve the application to install three (3) 8' x 8' wood pre-made skid sheds adjacent to each other in the backyard of the triplex near the alley of 4288 Maple Street. Motion carried.

MANAGER'S REPORT:

1. **Lincoln Street Project – Huron Consulting:** The City received the proposal from Huron Consulting to close out the Lincoln Street Project. Proposal includes the \$1,550 credit from a previous project. How does the City Council wish to proceed?

After much discussion between the Councilmembers and our City Attorney it was decided to table this issue until the next Council Meeting after our City Manager and our Attorney research the contract more thoroughly.

Motion by CM Walters, second by CM Kosal, to table the Lincoln Street Project – Huron Consulting issue until the next Council Meeting which will be November 13, 2017. Motion carried.

- 2. City Master Plan Visioning Session:** The next step in creating the City's updated Master Plan is a Public Visioning Session. This will be held as part of the regular Brown City Planning Commission meeting scheduled for Thursday, November 2nd at 7:00 PM in the Brown City Elementary School Multi-Purpose Room. A representative from McKenna Associates, the planning firm assisting the Planning Commission with the update, will lead the Visioning Session. Residents are encouraged to attend and participate. The meeting is being advertised on Channel 6 and in the October 23rd and 30th Editions of The Banner.

Mayor Julie Miller asked the Councilmembers to please try to attend this Visioning Session on November 2nd at 7:00 p.m. She also said the City would provide cookies and water at this meeting.

- 3. City Wastewater Lagoon:** The City DPW takes water samples from Cell #3 of the wastewater lagoon and has them tested every spring and fall. If the water meets necessary purity levels, the water level can then be reduced. Unfortunately, the levels of fecal coliform exceeded the level allowed by MDEQ. Strangely, the cause seems to be the huge number of geese using the lagoon as a rest stop. MDEQ suggested using scarecrows; fluttering metallic ribbons or loud noises. The consensus of an informal local survey revealed that the optimal solution was a 12 gauge. A consultation with the City's insurance company revealed no issue if permission to hunt is granted at an individual's request and it is in season. How does the City Council wish to address this issue?

The City Councilmembers feel that perhaps shooting the geese would be the best solution in hopes that they will leave our area. City Manager Clint Holmes will ask the hunters to sign a release statement for the City's legal protection while they are hunting. Potential hunters will need to talk to Mr. Holmes to be granted hunting rights at the lagoon.

- 4. Police Car Recall:** The City was notified on October 2nd of a recall order on the 2016 Ford Explorer Police Car. The vehicle was inspected on October 6th and replacement parts ordered. The parts have since arrived and the vehicle is scheduled for the repairs on October 25th in Sandusky.
- 5. Redevelopment Ready Community© (RRC):** The next step necessary for the City to achieve RRC status is to enter into a Joint Memorandum of Understanding (JMOU) with the Michigan Economic Development Corporation. Recommend the City Council approve the JMOU and authorize the Mayor and Clerk to sign on behalf of the City.

Motion by CM Parks, second by CM Walters, to enter into a Joint Memorandum of Understanding (JMOU) with the Michigan Economic Development Corporation which is the next step for the City to achieve Redevelopment Ready Community (RRC) status; and to authorize Mayor Julie Miller and City Clerk Juanita Smith to sign on behalf of the City. Motion carried.

6. **Civil Defense Siren:** The City requested quotes to determine the cost of installing the old fire hall siren as a tornado warning device in the Brown City Community Park. Cumper Brothers bid \$12,000 and Maurer Electric is at \$4,860. Great Reflections inspected the siren and stated the cost to repaint would be at least \$2,500. How does the City Council wish to proceed?

Motion by CM Parks, second by CM Jacobson, to have Maurer Electric install the old fire hall siren as a tornado warning device in the Brown City community Park for a quoted price of Four Thousand Eight Hundred Sixty Dollars (\$4860). Motion carried. ROLL CALL VOTE: CM Jacobson – Yes, CM Parks – Yes, CM Kosal – Yes, CM Mclvor – Yes, CM Lee – Yes, CM Walters – Yes. 6 Yes Votes, 0 No Votes, 0 Abstaining, 0 Absent. Motion carried.

The Council does not wish to have the siren repainted at this time.

7. **Community Fiscal Health Survey:** The Center for Local, State and Urban Policy at the University of Michigan has released its latest survey of local governments concerning their fiscal health. The one page summary is enclosed; the 25-pages of detailed results are available for review at City Hall.

8. **Trick or Treat Hours:** The Trick or Treat Hours were 5:30 to 7:30 last year. These are the hours that the City has been providing to the news media and residents for Halloween Trick or Treat times. Does the City Council wish to continue with these hours?

Motion by CM Jacobson, second by CM Lee, to continue with the Trick or Treat Hours from 5:30 p.m. to 7:30 p.m. as has been in the past few years. Motion carried.

ATTORNEY'S REPORT:

1. Kilpatrick Apartments Conference Call – October 16th: A Conference call with Kilpatrick Apartments found them to be very cooperative but they stated that they are looking for a dumpster that has a side opening that is handicap assessable and have not found one as yet. They are researching a side opening dumpster.
2. City Attorney Gregory Stremers made a phone call to Grand Rapids about vacating the alley on the property that the bank recently purchased and plan to build a new bank on it. The alley needs to be vacated by the City and the Attorney suggested that the City contact all the interested parties that might be effected by this move to make sure they understand what is occurring with the property.

TREASURER'S REPORT: Things are going good.

CLERK'S REPORT:

On October 18th we received our new election equipment and traded in all the old equipment not being used. Training on the new equipment for Stephanie Stimson and myself will be on Wednesday, December 6th.

We needed to change the City Charter regarding the filing election date to comply with the Michigan State election law. Our Charter states that "the last day for accepting

nominating petitions shall be thirteen weeks before election day.” However, the state says the filing deadline is 15 weeks prior to the election.
You have taken care of this with the passage of Resolution 17-3. Thank you.

MAYOR’S REPORT:

The Mayor handed out a donation list that she had received from Polk Salad Annie’s. The donations are slated to help the United Hospice Service of Marlette. Donations may be dropped off at Polk Salad Annie’s at 4229 Main Street in Brown City from 12 noon to 6 p.m.

The Zumbie Run will be this coming weekend, October 28th at the Brown City Park. Activities begin at 5:00 p.m. and continue until 10:00 p.m.

The Mayor commented that the Lincoln Street project is finished.

A letter was received from Gregory Alexander, the Sanilac County Drain Commissioner, stating that we are facing a serious potential for a substantial increase in the Drains At Large Assessment in the immediate future. The Mayor wanted each Councilmember to be aware of his letter.

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) – Personnel Committee Meeting will be held on Monday, November 6, 2017 at 7:00 p.m. to review the draft Personnel Policy Manual.
6. Water and Sewer (Walters) – None.

GENERAL CONCERNS OF THE COUNCIL: None.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Jacobson, to adjourn at 7:53 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk