

BROWN CITY COUNCIL PROCEEDINGS

NOVEMBER 27, 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 McIvor, Alecia Parks, and William Walters; City Clerk Juanita Smith, City Manager Clint Holmes and City Attorney Gregory Stremers.

ABSENT: None.

GUESTS: Steven Kovacs from the Brown City Banner and Mike Vislosky, DPW employee.

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 November 13, 2017 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General - \$11,006.92 (8313-8331), Payroll - \$16,683.68 (8188-8205 plus EFT), Major Street - \$144.54 (3940), Local Street - \$6,620.64 (4276-4277), Sanitary Sewer - \$348.96 (3695), Water - \$966.80 (2857-2859), Arsenic Abatement - \$23.75 (1380), Equipment - \$721.16 (1585).** Motion carried.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: Report reviewed. One question from Mayor Miller – Are the leaves still scheduled to be picked up on Thursday, November 30th and is this the final pickup? Mike Vislosky, DPW employee answered that they were still scheduled for pickup on the 30th of November. City Manager Clint Holmes also said that perhaps the final date for leaf pickup may have to be reviewed as the leaves seem to be falling later than usual.

UNFINISHED BUSINESS: None Scheduled.

RESOLUTIONS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER'S REPORT:

1. **City Wastewater Lagoon:** Tests taken by the City DPW revealed that the lagoon met purity standards and the DPW completed reducing the water level to the level needed for winter operations.
2. **Civil Defense Siren:** The City has still not heard from the Frontier regional engineer concerning extending a phone line to activate the tornado warning siren proposed for the Community Park.
3. **Cemetery Vandalism:** The cemetery has had three instances of damage done to landscaping over the past month. The cost to repair the damage is estimated by the Cemetery Sexton at over \$1,500. A local resident has proposed offering a \$400 reward for the arrest and conviction of the perpetrator(s). The City has a budget line item for police reward. Does the City Council wish to add to this proposed reward?

CM Walters made a motion, second by CM Parks, to add an additional one hundred dollars (\$100.00) to the \$400 reward that was already made to bring the total reward to \$500.00. Motion carried.

4. **DTE and Well #3:** DTE changed the electric meter on Well #3 on November 17th.
5. **CVTRS Submission:** The state Revenue Sharing Program has changed into the City, Village, and Township Revenue Sharing (CVTRS) program. There is still a requirement to submit the same four reports as previously (Citizen's Guide, Performance Dashboard, Debt Service Report and Projected Budget Report), prior to December 1st. The City's Munetrix-hosted submission is available for your review. If approved it will be emailed to Department of Treasury to meet the City's requirement.

There were no objections from the Councilmembers, so City Manager Clint Holmes will send the reports in tonight after the Council Meeting as they must be submitted prior to December 1st.

6. **Hepatitis A Vaccinations:** A Hepatitis A outbreak continues to spread in Southeast Michigan. DPW workers, by the nature of their work, are at higher risk of exposure. All three employees have requested the vaccinations. The DPW Foreman is making the appointments.
7. **Kilpatrick Apartments:** The informal citation hearing is scheduled for December 13th at 1:30 PM in Sandusky. The Police Chief and I will attend. Of note, the Apartments have had their dumpster replaced with a covered one.

The following discussion took place: The problem is potentially resolved. Do we still need to charge them \$100.00? Our City Attorney recommended letting the ticket go as Kirpatrick's have been very cooperative. After the discussion the following motion was made. Motion by CM Walters, second by CM Jacobson, to not proceed with the citation and have our City Attorney Gregory Stremers contact Kilpatrick's by letter with this information.

8. **Board of Review:** The City Assessor has scheduled the winter Board of Review meeting for Tuesday, December 12th at 10:00 AM at City Hall. Currently there is only one parcel to be reviewed.
9. **Personnel Policy Manual:** A detailed memo with the proposed edits and changes to the draft Personnel Policy Manual were forwarded to the Union via email. A response is pending.
10. **No Overnight Parking:** Residents are reminded that there is no overnight parking on City streets between November 1st and March 30th. The Brown City Police Department will ticket vehicles that are in violation of this ordinance.

ATTORNEY’S REPORT:

Attorney Gregory Stremers said that he has received a copy of the City’s Personnel Policy Manual along with requested changes from the union and the City’s response, but is waiting for the union’s response before making his final review.

TREASURER’S REPORT:

The Winter tax notices are ready to be sent out. They will be mailed on Thursday, November 30th as they must be sent out by December 1st.

CLERK’S REPORT:

Stephanie Stimson and I will be attending training on the new election equipment on Wednesday, December 6th in Sandusky. It is about a five hour training session.

MAYOR’S REPORT:

1. Proclamation for Champion 2017 Volleyball Team.
2. Proclamation for Alexandra Hanson – Track.
3. Proclamation for Amethyst Millsap - Hurdles.
4. Proclamation for Dr. Robert T. Brengel, D.O.

Motion by CM Lee, second by CM Walters, to approve all four of the Proclamations: the Proclamation for the Champion 2017 Volleyball Team, the Proclamation for Alexandra Hanson, the Proclamation for Amethyst Millsap, and the Proclamation for Dr. Robert Brengel. These will be presented at a future time. Motion carried.

COMMITTEE REPORTS:

1. Tax and Finance (Jacobson) – None.
2. Streets and Sidewalks (Kosal) – None.
3. Police / Fire Authority (Lee) – A reminder that there would be no Holiday Awards Dinner for the firefighter’s this year.
4. Building and Grounds (McIvor) – None.
5. Personnel (Parks) – None.
6. Water and Sewer (Walters) – None.

GENERAL CONCERNS OF THE COUNCIL:

CM Lee brought to the Council the concern of water standing on the sidewalks after a hard rain on Lincoln Street in front of George and Debbie Rickman’s home. Mayor Miller said she had also observed water standing on several places on the sidewalks and also in the streets on Lincoln Street.

Mayor Miller also brought to the attention of the Council the trouble people have been having with Comcast. Loud noises and crackling have been coming in in the middle of TV shows. This has been going on for about a week or so. In spite of this problem Comcast is going to raise rates.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Kosal, to adjourn at 7:24 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk