

# BROWN CITY COUNCIL PROCEEDINGS

## December 9, 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 McIvor, Eugene Navock and Walter Robison; City Manager Clint Holmes, City Clerk Juanita Smith and City Attorney Gregory Stremers.

**ABSENT:** None.

**GUESTS:** Police Chief Ron Smith, John Bell.

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

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM McIvor, second by CM Navock, to accept the Regular Meeting Minutes of November 25, 2019 as presented. Motion carried.

**PAY BILLS:**

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

**General - \$20,274.63** (9556 – 9580), **Payroll - \$16,121.17** (9202 – 9220 plus EFT), **Major Street - \$1,487.18** (4017), **Local Street - \$1,487.17** (4336), **Sanitary Sewer - \$540.24** (3854 – 3856), **Water - \$37,071.78** (3148 – 3150), **Arsenic Abatement - \$150.00** (1478) and **Equipment - \$1,205.81** (1698 – 1701). Motion carried.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC QUESTIONS & COMMENTS:** None.

**POLICE REPORT:** Report reviewed. No concerns but one question was asked by CM Lee to Police Chief Ron Smith. CM Lee asked about the police car and how it was coming along with the repairs. Police Chief Ron Smith replied that another sensor was out and the car had been stalling. It has been hopefully fixed and the car has not stalled but they are still checking it until tomorrow (Tuesday).

**UNFINISHED BUSINESS:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

**ORDINANCES:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

## MANAGER'S REPORT:

1. **School Wastewater Analysis:** Spicer Group is doing an analysis for the school to determine ways to avoid sewer backups and service interruption during heavy rain/snowmelt situations. The report is expected to be completed and presented to the school and City soon.
2. **Brown City Library:** The closing for the purchase of the old Tri-County Bank Building at 4222 Main Street by the Library Board for use as the new library is scheduled for Tuesday, December 10<sup>th</sup> at 2:30 PM.
3. **Region 7A Rural Task Force:** Representatives from Sanilac, Huron and Tuscola Counties met in Sandusky on December 5<sup>th</sup> to finalize the road construction and transportation plans for 2020 - 2023. For Sanilac County in 2020, plans include resurfacing Bay City Forestville Road from M-19 to Polk Road; Dawson Street in Sandusky from M-46 to Argyle Street; Deckerville North Main Street; and the purchase of equipment for Sanilac County Transportation. Estimated cost is about \$1,613,541, and will be funded by the federal and state governments. Maple Valley Road is the only street in the City of Brown City that qualifies for this program, and is not yet in need of repairs. A copy of the spreadsheet listing the proposed projects and the associated costs for all three counties is available for review at City Hall.
4. **M-90/Main Street:** MDOT has set the construction schedule for the M-90/Main Street Project for July 13 – September 25, 2020. First stage will be the sidewalk ramp work, joint repairs in the City and detour for the railroad crossing replacement. The hot mix asphalt (HMA), milling and overlay work will follow. MDOT set a completion date for the work of August 7<sup>th</sup>.
5. **Color Printer:** The City's current color printer was purchased in about 2004. Required repairs could cost almost as much as a new printer. Therefore, purchase of a new printer is recommended, and research revealed the cost would be about \$1,196.32. Recommend the City Council approve the replacement of the City's color printer.

**Motion by CM Lee, second by CM Biel, to purchase a new color printer for approximately \$1,196.32 (One Thousand, One Hundred, and Ninety-six dollars and thirty-two cents). Motion carried.**

6. **Freedom of Information Act:** SmartProcure submitted a FOIA request to the City of Brown City for any and all purchasing records from 2019-09-04 (yyyy-mm-dd) to current. The request was limited to readily available records without physically copying, scanning or printing paper documents. The information was gathered and forwarded via email. The City received notice that the request has been closed.

7. **Police Car:** The Ford Explorer police car had a component of the fuel system fail and was taken to Tubbs Brothers in Sandusky for repair. While the work was being completed, another part was noted to be failing. Repairs should now be complete at a cost of about \$700.
8. **Christmas/New Year Holiday:** City Hall, police and DPW will be closed on Christmas Eve Day, Christmas Day, New Year's Eve Day and New Year's Day, which fall on Tuesdays and Wednesdays this season. A police officer will on duty, and a DPW employee will be on call.

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

City Attorney Gregory Stremers reported that the Library Closing would take place tomorrow, Tuesday, December 10, 2019 at 2:30 p.m. at the Library.

He also reported that he had been working on the millage language for the Library ballot and it has been taken to the County Clerk for approval.

#### **TREASURER'S REPORT:**

The tax bills have been sent out and the money is being collected.

**CLERK'S REPORT:** None.

#### **MAYOR'S REPORT:**

1. The 2<sup>nd</sup> Annual Christmas Tree Lighting Ceremony will take place on Saturday, December 14<sup>th</sup> at 6 PM at City Hall. The festivities will begin at 5 and include Santa and the Brown City High School Band.

Mayor Miller questioned why the Christmas decorations did not get put up throughout the City last Monday as had been planned. City Manager Clint Holmes replied that MAC had generously offered us the use of their bucket equipment and then their plans changed and they needed the bucket themselves that day. The equipment should be available tomorrow and the decorations will be hung at that time.

2. Board and Commission Appointments:
  - a. Planning Commission (term expiring 12-31-22); John Bell, Jeff Liebler, Doug Mitten.
  - b. DDA (term expiring 12-31-2023): Todd Vanderwarker, vacant.
  - c. BC Evergreen Cemetery (term expiring 12-31-2024): John Liebler.
  - d. Election Commission (term expiring 12-31-2021); Kathleen Loutzenhiser.

**Motion by CM Lee, second by CM Navock, to approve all appointments and terms as follows:**

- a. **Planning Commission (term expiring 12-31-11) John Bell, Jeff Liebler, Doug Mitten.**
- b. **DDA (term expiring 12-31-2012) Todd Vandewarker and one vacant seat.**
- c. **Brown City Evergreen Cemetery (term expiring 12-31-2014) John Liebler.**
- d. **Election Commission (term expiring 12-31-2021) Kathleen Loutzenhiser.**

**Motion carried.**

3. Mayor Miller showed the trophy that the City won for the Library Pumpkin book contest. An apple pie was also awarded as part of the prize. The Mayor also read the Thank You note that was received by the City from the Friends of the Library for participating in the contest and winning the trophy.

**COMMITTEE REPORTS:**

1. Building and Grounds (McIvor) – None
2. Personnel (Biel) – None.
3. Police / Fire Authority (Lee) – None.
4. Streets and Sidewalks (Navock) – None.
5. Tax and Finance (Jacobson) – None.
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 Navock, to adjourn at 7:14 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith  
City Clerk