

**BROWN CITY COUNCIL PROCEEDINGS**  
**JANUARY 24, 2011**

Meeting called to order by Mayor Christine Lee at 7:00 p.m.

Pledge of Allegiance led by Mayor Lee.

**PRESENT:** Mayor Christine Lee, Council members: Bill Walters, Julie Miller, Ross McIvor, Pat Jacobson, Eugene Navock and Dan Loutzenhiser. City Manager Clint Holmes, City Attorney Gregory Stremers and City Clerk Kelly Pavel.

**ABSENT:** None.

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

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Miller, second by CM Navock, to accept the Regular Meeting Minutes of January 10, 2011 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Jacobson, second by CM Walters, to pay the bills in the following funds: General - \$20,154.02 (4492-4512), Payroll - \$10,706.64 (4863-4876), Major Street - \$1,456.12 (3705), Local Street - \$1,456.13 (4146), Sanitary Sewer - \$414.81 (3105), Water - \$1,168.80 (1899-1901). Motion carried.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC QUESTIONS & COMMENTS:** None.

**DPW REPORT:**

Written report reviewed. CM Jacobson questioned the regularity of sidewalks on Main Street being plowed and salted. City Manager stated that when manpower is available this is completed and he agrees that Main Street sidewalks have slid in priority and he will address this with the DPW.

**UNFINISHED BUSINESS:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

**PUBLIC HEARINGS:** None Scheduled.

**ORDINANCES:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

**MANAGER'S REPORT:**

1. **Medical Marihuana Dispensary:** Three individuals have contacted the City asking they be placed on the agenda for the February 17<sup>th</sup> Planning Commission meeting to request Special Land Use Permits. These include Lorrie Glassford of Brown City Hydro; Randy Crowel of the Compassionate Care Center in Dryden; and Walter Williams of The Herbal Care Center. In preparation for this Planning Commission meeting, the Brown City Police Chief and City Manager are meeting with the Sanilac County Prosecutor; and representatives from the Sheriff's Department and the Drug Task Force on January 25<sup>th</sup>. The agenda for the meeting is to identify recommendations from law enforcement for the Planning Commission to review when addressing the requests for a Special Land Use Permit.
2. **Municipal Retirement System:** Full time City employees' retirement funds are managed by three different organizations: International Union of Operating Engineers; Ameriprise and the Municipal Employees' Retirement System. Currently, the union employees have retirement contributions made monthly, and Ameriprise and MERS are annual. MERS is separating its relationship with ICMA-RC and becomes a separate organization effective February 1<sup>st</sup>. MERS will then begin requiring monthly, rather than annual payments. Ameriprise will allow monthly payments. Union payments are set by contract. Ameriprise and MERS payments are set by the City Personnel Policy. Request permission from the City Council to begin monthly payments to all three organizations.

Motion by CM Walters, second by CM Mclvor, to authorize monthly payments to all three (3) organizations handling employee retirement accounts. Motion carried.

3. **EMCOG:** The East Michigan Council of Governments Board met on January 21<sup>st</sup> in Ithaca, Michigan. Highlights of the meeting included election and installation of officers, passage of a resolution concerning economic gardening, and the Directors Report (green).
4. **Sanitary Sewer Fund:** The Sanitary Sewer Fund received a loan of \$20,000 from the Water Fund early last year in order to remain solvent. The rate increase, which took effect April 1<sup>st</sup>, 2010, is allowing the fund to build very slowly. Currently, the Sanitary Sewer Fund stands at about \$29,000 and expenses between now and the end of the fiscal year are estimated at \$20,400. Recommend that the loan be extended another year to allow the Sanitary Sewer Fund more time to grow.

Motion by CM Navock, second by CM Walters, to extend loan to the Sanitary Sewer Fund for an additional one year period. Motion carried.

5. **Cemetery Rates and Fees:** The Cemetery Board met on January 18<sup>th</sup>, and discussed the analysis of rates and fees developed by Administrative Assistant David Van Cura (yellow) associated with the cemeteries in Brown City; Yale; Marlette, Croswell, Elk Township and Richmond. Consensus of the Boardmembers was that rates and fees for Evergreen Cemetery were generally in keeping with other area cemeteries and voted to not make any changes.
6. **Thumb Area Broadband Project:** The Sanilac County Information Technology Director is sponsoring a meeting in Sandusky on January 27<sup>th</sup> (lavender). The focus will be to discuss how and when federal stimulus dollars will be used to build a fiber optic network to provide more and faster Internet connectivity to schools, organizations and individuals in the Thumb area. I plan to attend and will provide a report at the next City Council meeting.
7. **State of the State Address:** On January 19<sup>th</sup>, Governor Rick Snyder presented his first State of the State Address before the Michigan Legislature. A copy of the highlights is enclosed (orange). No mention was made of Revenue Sharing, but if Statutory Revenue Sharing goes away, the City of Brown City stands to lose about \$50,000 per year. This would reduce the General Fund by a about 7%.
8. **Filing Cabinets:** The State of Michigan requires certain records be held for a number of years and others to be retained forever. To better protect these files, recommend that two of the existing four-drawer filing cabinets be replaced with fire-rated ones. Also, we need a five-drawer lateral filing cabinet to hold our rather extensive assessor files. Estimated cost is about \$4,800. The funds are available.

Motion by CM Walters, second by CM Jacobson, to authorize the purchase of necessary filing cabinets for City Hall as discussed. Motion carried.

9. **Pocket Calendars:** For the past three years, the City has purchased pocket calendars that say Compliments of the City of Brown City on the cover. If the City Council elects to purchase ones for 2012, they must be ordered soon to get them for the same price as this year (about \$250). How does the City Council wish to proceed?

Motion by CM Walters, second by CM McIvor, to purchase pocket calendars for 2012 as complimentary gifts from the City of Brown City at the price of approximately \$250.00. Motion carried.

10. **Union Negotiations.** No information has been received from the International Union of Operating Engineers Local 324 as of January 21<sup>st</sup>.
11. **City Manager's Conference** – I will be attending the City Manager's Conference in Detroit and will be out of the office from February 1-4, 2011.

## **ATTORNEY'S REPORT:**

Attorney Stremers stated that he is in the process of reviewing a memo for the Planning Commission pertaining to the February meeting which will address Special Land Use Permits for Medical Marijuana Dispensaries.

City Council discussion pertaining to Medical Marijuana Dispensaries, issues in surrounding areas, as well as pending litigation regarding this issue.

## **TREASURER'S REPORT:**

Written report reviewed. No questions or comments.

## **MAYOR'S REPORT:**

City Manager and his wife as well as Mayor Lee and her husband met with House of Representatives Paul Muxlow in Lansing as well as visiting his office and touring the Capital.

## **COMMITTEE REPORTS:**

1. Police – none.
2. Water & Sewer – none.
3. Tax & Finance – none. Festival Commission – the Scottsville band will not be attending this year's festivities.
4. Streets & Sidewalks – none.
5. Buildings & Grounds – none.
6. Personnel – none.

## **GENERAL CONCERNS OF THE COUNCIL:**

CM Loutzenhiser states that no action has taken place with the parked trailers at Ben's Supermarket and there is still a concern for safety issues pertaining to the placement of these trailers. City Manager will contact MDOT and/or a citation will be issued.

CM Jacobson reported various lights that are burnt out or on the verge of burning out on City Hall. City Manager will address the replacement of these bulbs.

## **PUBLIC QUESTIONS & COMMENTS:**

Sanilac Commissioner Jamie Daws provided a brief update pertaining to the Sanilac County Jail Bond sales.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM McIvor, to adjourn at 7:46 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk