

**BROWN CITY COUNCIL PROCEEDINGS**  
**AUGUST 8, 2011**

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

Pledge of Allegiance led by Mayor Lee.

**ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:** City Manager requested that a pre-application building permit for 4339 Main Street be added under Petitions & Communications.

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

**ABSENT:** Councilmember Eugene Navock.

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Miller, second by CM Walters, to accept the Regular Meeting Minutes from July 25, 2011 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$20,053.97 (4784-4813), Payroll - \$13,212.43 (5108-5125), Major Street Fund - \$314.04 (3726-3728), Local Streets - \$551.50 (4161), Sanitary Sewer Fund - \$1,130.00 (3150-3152), Water - \$1,272.20 (1965-1969), Storm Sewer - \$30.00 (1103), Equipment - \$483.88 (1301-1302). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:** None.

**POLICE REPORT:** Written report reviewed. No questions or comments.

**PERSONAL APPEARANCES:** None Scheduled.

**UNFINISHED BUSINESS:** None Scheduled.

**PETITIONS & COMMUNICATIONS:**

Motion by CM Walters, second by CM Loutzenhiser, to approve the pre-application building permit for 4339 Main Street to add a deck to the front of the home. Motion carried.

**ORDINANCES:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

## MANAGER'S REPORT:

1. **Distinguished Municipal Attorney Award:** The Michigan Association of Municipal Attorneys has selected Greg Stremers as the 2011 recipient of the Michigan Distinguished Municipal Attorney Award. Mr. Streamers was jointly nominated by Brown City, Croswell and Marlette, three of the communities he represents in Sanilac County. This very prestigious award honors the municipal attorney who best demonstrates the specialized legal knowledge needed by municipalities combined with significant volunteer service to his community. The award will be formally presented at the Association's Annual Meeting in Grand Rapids on October 5<sup>th</sup>. Congratulations to Greg for the outstanding work.
2. **2011-13 Street Projects:** Huron Consulting in conjunction with staff submitted applications to MDOT and Sanilac County Erosion Control for required permits on August 5<sup>th</sup>. The Request for Proposals RFPs) for the repair and reconstruction of North Cade Road are due the week of August 15<sup>th</sup> and should be available for City Council review at the August 22<sup>nd</sup> meeting.
3. **Rural Economic Survey:** The City of Brown City was selected as one of 150 rural communities in Michigan invited to participate in a quality of life survey sponsored by CMU. For participating the City was provided with a copy of the results for your review (lavender). Also included is a copy of the Michigan Public Policy Survey conducted by UM (white).
4. **Maple Valley Lift Station:** DTE was doing work on the three-phase electric power supply in the Brown City Industrial Park on July 29<sup>th</sup>. When they turned the power back on, the surge destroyed some electronic components at the Maple Valley Lift Station that shut down one of the two pumps. Both circuit breakers in the lift station blew, but too late. Cost to replace the component (VFD) is \$5,137 plus installation costs. The replacement part has been ordered and should be ready for installation by August 12<sup>th</sup>. A request for reimbursement for damages has been forwarded to DTE. The City's insurance carrier has also been notified. A surge protector, which may or may not prevent future occurrences such as this, is \$2,152 plus installation. The device could be ordered and installed at the same time as the VFD. How does the city Council wish to proceed? Council consensus to not purchase a surge protector at this time.
5. **2011 Tree Project:** The City received three RFPs for the 2011 Tree Program. The responding companies were The Tree Doctor (Brown City) - \$6,500; JP's Tree Removal (Lynn) - \$4,850; and Raymond's Tree Service (Brown City) - \$3,990. How does the City Council wish to proceed?

Motion by CM Walters, second by CM Loutzenhiser, to accept the bid from Raymond's Tree Service of \$3,990.00 to complete the 2011 Tree Program. ROLL CALL VOTE: Walters-yes, Miller-yes, McIvor-yes, Jacobson-yes, Loutzenhiser-yes, Navock-absent. Motion carried.

6. **Welles Street Drainage:** The concrete barrier to direct storm water flow at the south end of Welles Street has been installed. The work went very well and looks good. The owner of the property adjacent to the project is very pleased with the work.
7. **City Taxes:** After seeing reductions in double digit percentages in property tax revenue over the past three years, the real estate market in the City seems to be stabilizing. A review of Sanilac County's latest real estate market study revealed no anticipated reductions for the City of Brown City. Therefore, tax revenues should remain steady.
8. **TIGER Grants:** The US Department of Transportation sponsored a webinar concerning Transportation Investment Generating Economic Recovery (TIGER) grants and rural America. USDOT has \$140,000,000 available for "rural" infrastructure projects. However, rural is defined as a community of 50,000 or less and minimum grant amount is \$1,000,000 with a 50%-66% match required.
9. **Channel 6:** The City finally received a response from COMCAST concerning the software for Channel 6. A commercial software package (MS PowerPoint) can be utilized with the installation of an NTSC composite video-out card on the host computer. Town & County TV was contacted to determine availability and cost of the required card. The cost of the software is about \$200.

#### **PUBLIC HEARING:**

1. **7:15 PM** – Request by Maple Valley Plastics to submit an application to the City for an Industrial Facilities Exemption Certificate for a New Facility in Brown City's Industrial Development District Number 1. City Council must decide whether to accept the application when submitted and the duration of the IFT (2-12 years). See DRAFT Resolution 11-09.

Mayor Lee opened the Public Hearing at 7:15 p.m.

No public questions or comments.

Mayor Lee closed the Public Hearing at 7:16 p.m.

Council discussion regarding past IFT that have been granted and the length of time.

Motion by CM McIvor, second by CM Walters, to accept the application from Maple Valley Plastics, upon submittal, for an Industrial Facilities Exemption Certificate for a New Facility in Brown City's Industrial Development District Number 1 for a 12 year period. ROLL CALL VOTE: Loutzenhiser-yes, Jacobson-yes, McIvor-yes, Miller-yes, Walters-yes, Navock-absent. Motion carried.

**MANAGER'S REPORT cont:**

10. **Fire Department Ditch:** There is an open section of ditch immediately north of the Fire Department building. The Chief has requested permission to install a pipe (at Fire Department expense) and then to cover the ditch to reduce the risk of a truck getting stuck and the fact that the ditch tends to be a litter trap. If there is no objection from the City Council, the City can issue the required permit.

Motion by CM Walters, second by CM Loutzenhiser, to support the Fire Department's request to install a pipe and then to cover the ditch behind the fire hall at the fire department's expense. ROLL CALL VOTE: Walters-yes, Miller-yes, Mclvor-yes, Jacobson-yes, Loutzenhiser-yes, Navock-absent. Motion carried.

**ATTORNEY'S REPORT:**

Attorney Stremers again offered his thanks in the council's support and nomination for the Distinguished Municipal Attorney Award.

**TREASURER'S REPORT:** None.

**MAYOR'S REPORT:**

Mayor Lee will be out of town next week.

**COMMITTEE REPORTS:**

1. Police- none.
2. Water & Sewer – none.
3. Tax & Finance – none.
4. Thumb Soybean Festival – Next meeting October 11, 2011.
5. Streets & Sidewalks – none.
6. Buildings & Grounds – none.
7. Personnel – none.

**GENERAL CONCERNS OF THE COUNCIL:**

CM Jacobson questioned the fire hydrant on North Cade Road near the Coulson home that is covered with a garbage can, is it in working condition? City Manager will investigate.

**PUBLIC QUESTIONS & COMMENTS:** None.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM Loutzenhiser, to adjourn at 7:25 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk