

BROWN CITY COUNCIL PROCEEDINGS

JANUARY 9, 2012

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

The Pledge of Allegiance was led by Mayor Lee.

PRESENT: Mayor Christine Lee, Councilmembers: Bill Walters, Julie Miller, Ross McIvor, Pat Jacobson, Eugene Navock and Dan Loutzenhiser; City Manager Clint Holmes and City Attorney Gregory Stremers.

ABSENT: City Clerk Kelly Pavel.

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 December 19, 2011 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Navock, to pay the bills in the following funds: General - \$23,474.60 (5012-5029), Payroll - \$14,948.16 (5313-5335 + EFT), Major Street - \$2,092.61 (3747-3748), Local Street - \$1,454.35 (4169), Sanitary Sewer - \$1,313.00 (3187), Water - \$460.35 (2019-2020), Arsenic Abatement \$39.00 (1178), and Equipment \$1,806.84 (1318-1322). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

1. Sanilac County Sheriff Garry Biniacki appeared before the City Council and reported that his department finished the year on budget. He also stated that revenue from bed rental was up significantly. The City Council had no questions or comments.

POLICE REPORT:

Written report reviewed. No questions or comments.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC HEARINGS: None Scheduled.

UNFINISHED BUSINESS: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

MANAGER'S REPORT:

1. **Maple Valley Lift Station:** The City Attorney coordinated with DTE Energy concerning the damage to the lift station. He will provide additional details during his report.
2. **6840 Walter Street:** Following an anonymous complaint, the City determined that the garage behind 6840 Walter Street had been converted into an apartment that is in violation of the City's Land Use Ordinance. A certified letter was sent to the property owner detailing the violation. The owner plans to appeal the notice to the City Council. Recommend the City Council delegate this issue to the Planning Commission for review and action. The Planning Commission is scheduled to meet on Thursday, February 2nd at 7:00 PM. How does the City Council wish to proceed?

The consensus of the City Council was to forward this issue to the Planning Commission for review and action.

3. **Federal Flood Insurance:** The application, two Resolutions and Ordinance were forwarded to FEMA Region V (Chicago) on December 20th. The City received a call from the County concerning the status of the paperwork on January 3rd and requesting that we contact DEQ concerning this issue. DEQ was called, faxed a copy of the paperwork and asked to provide a list of any additional information required. The City is still waiting on DEQ for a response.
4. **Walter Street Water Main:** The City requested engineering plans for the replacement of the four inch (4") water main under Walter Street between Main and Second Streets with a six inch (6") main. Plans are essentially complete; however, DEQ is requiring a permit application and significant additional work on the plans. The engineer is providing a Change Order in the amount of \$1,600 (blue). Does the City Council wish to approve this additional cost? **REQUIRES MOTION.**

MOTION by Councilmember Navock, second by Councilmember Walters, to approve the Project Change Order (PCO) from Huron Consulting for the Walter Street Water Main Project to include profiling the main for DEQ and completing a formal permit.

ROLL CALL VOTE: Loutzenhisser-yes, Navock-yes, Jacobson-yes, McIvor-yes, Miller-yes, Walters-yes. Motion carried.

5. **Rural Task Force:** The Sanilac County Rural Task Force held their annual public input meeting concerning Federal Transportation Act (TEA 21) project planning on January 4th to identify road construction projects for each of the next five years. The 2012 project will consist of milling and resurfacing Forester Road (between Ruth and Maplegrove); grade Miller Road (between M19 and Campbell); and mill and resurface Maple Valley Road (M90 to Peck Road) at a cost of about \$850,000. Projects added for 2016 include Deckerville Road (Decker Road to Bulgrien Road) and Carsonville Road (city limits west one mile).

Councilmember Walters recommended that the City Manager contact the County Road Commission to modify the Maple Valley Road Plans to fix the issue on the northwest corner of M-90 and Maple Valley Road.

6. **Myron Pocket Calendars:** The 2012 pocket calendars were provided to the City Council at the last meeting. Does the City Council wish to order these for 2013? If ordered now, for delivery in July, the cost will remain the same – about \$250. How does the City Council wish to proceed?

The consensus of the City Council was to purchase the calendars.

7. **Rate Study Workshop:** The Michigan Rural Water Association is sponsoring a two-day workshop – February 21-22 - concerning how to calculate appropriate and accurate water and sewer rates. Day one includes how to develop rates and capital improvement programs and day two is data entry to determine rates specific to an individual community. The cost is \$750 and would be paid for by the Water Fund – Education and Training. If there is no objection from the City Council, I plan to register for this training.

The City Council supported the City Manager attending this training.

ATTORNEY'S REPORT:

1. The City Attorney provided follow up information pertaining to DTE and the Maple Valley Lift Station situation. He stated that DTE would pay \$3,500 in reimbursement fees. The City Manager will contact the City's insurance company and submit a claim for the remainder of the costs of about \$9,704.
2. The City Attorney announced that he would be reducing his hourly rate for 2012 to be in line with the other communities he represents.

TREASURER'S REPORT: None.

MAYOR'S REPORT:

1. Mayor and City Council Priorities Spreadsheet for 2012 is complete and copies were presented to the City Council.

COMMITTEE REPORTS:

1. Police (Miller) – none.
2. Water and Sewer (Navock) – none.
3. Tax and Finance / Thumb Soybean Festival (Jacobson) – Festival Commission meeting at 6:30 PM on January 10th.
4. Streets and Sidewalks (Loutzenhiser) – none.
5. Building and Grounds (Walters) – none.
6. Personnel (Mclvor) – none.

GENERAL CONCERNS OF THE COUNCIL:

1. Councilmember Walters recommended that the City Manager look into the removal or relocation of the "Estate Sale" sign near the northeast corner of Maple Valley Road. The City Manager will take this for action.

PUBLIC QUESTIONS & COMMENTS:

County Commissioner Jamie Daws provided a brief update regarding Sanilac County Commissioner actions.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Loutzenhiser, second by CM Navock, to adjourn at 7:24 p.m. Motion carried.

Respectfully submitted,

Clinton K. Holmes
City Manager