

# **BROWN CITY COUNCIL PROCEEDINGS**

**FEBRUARY 27, 2012**

**MEETING CALLED TO ORDER BY MAYOR CHRISTINE LEE AT 7:00 PM.**

**PLEDGE OF ALLEGIANCE LED BY MAYOR CHRISTINE LEE.**

Mayor Lee welcomed Brown City Boy Scout Troop 327 as guests to tonight's council meeting. They are working on Citizenship Merit Badges.

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

**PRESENT:** Mayor Christine Lee, Councilmembers: 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.

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Miller, second by CM Navock, to accept the Regular Meeting Minutes from February 13, 2012 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Jacobson, second by CM Navock, to pay the bills in the following funds: General - \$14,488.71 (5090-5099), Payroll - \$13,271.42 (5385-5400), Sanitary Sewer - \$427.50 (3198-3200), Water Fund - \$2,552.55 (2034-2038), and Arsenic Abatement - \$129.18 (1181). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:** None.

**DPW REPORT:**

Written report reviewed. No questions or comments.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC HEARINGS:** None Scheduled.

**UNFINISHED BUSINESS:** None Scheduled.

## **PETITIONS & COMMUNICATIONS:**

1. The Planning Commission recommended that the garage that was converted to an apartment behind the residence at 6840 be issued a Non-Conforming Use Permit subject to City Ordinance 152.171 with the stipulation that the number of tenants on the current water bill is amended from 3 to 4 people.

Motion by CM Walters, second by CM Miller, to grant a Non-Conforming Use Permit subject to City Ordinance 152.171 with the stipulation that the number of tenants on the current water bill is amended from 3 to 4 people and that this expires with the sale of this property.

Council discussion regarding 6840 Walters. CM Loutzenhiser questioned compliance with parking as well as proper taxing for this residence and any concerns for a similar situation in the future.

Motion by CM Walters, second by CM Navock, to table the above motion until further information is gathered pertaining to tax issues and any other pertinent information pertaining to this property. ROLL CALL VOTE: Loutzenhiser-yes, Navock-yes, Jacobson-yes, Mclvor-yes, Miller-yes, Walters-yes. Motion carried.

2. Motion by CM Walters, second by CM Loutzenhiser, to approve a permit to allow Thumb Cellular to upgrade their cellular service to "4G", causing fiber optic cable to be run south along Maple Valley Road then east along M-90, with a branch to their substation adjacent to the water tower per the Planning Commission's recommendation. ROLL CALL VOTE: Walters-yes, Miller-yes, Mclvor-yes, Jacobson-yes, Navock-yes, Loutzenhiser-yes. Motion carried.

**ORDINANCES:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

## **MANAGER'S REPORT:**

1. **High Speed Chase:** The Brown City Police Department was called to assist in a high speed chase of a vehicle on M-53 during the evening of Thursday, February 23<sup>rd</sup>. Units from Marlette, Sanilac County and other departments hemmed in the suspect's vehicle but the driver then hit the Brown City car in an attempt to escape. The chase ended near Clear Lake Road. The driver was arrested and taken to the Sanilac County jail. Damage to the City's vehicle was limited to a crushed bumper and broken taillight; Great Reflections has estimated the cost of repair at about \$2,300. An insurance claim is being filed and the City will ask the court to require restitution. The City received a Letter of Commendation from the Marlette Police Department for Officer Stracener. The vehicle will be repaired as soon as possible.

2. **Water Rate Class:** The class took place on February 21<sup>st</sup> and 22<sup>nd</sup> in West Lansing. Items for inclusion in water rate schedules are future projects, capital investment programs, proportional billing and actual pumping/maintenance costs; also covered in depth was the importance of water and sewer systems being financially self-sufficient. The class included the 20+ spreadsheet program for fully identifying the true costs to produce and distribute water and remove/treat sewage. Due to the lack of residential water meters in the City of Brown City, this calculation is somewhat complex. Additional research is required to determine whether the City's current utility rates are accurate. However, no increases are presently anticipated.
3. **2012-2013 Budget:** The draft 2011-2012 Final Budget Amendment and proposed 2012-2013 Budget will be presented to the City Council at the March 12<sup>th</sup> regular meeting. These documents can be reviewed either by the Tax and Finance Committee or the City Council as a whole prior to taking final action at the March 26<sup>th</sup> regular meeting. A Public Hearing to review the budget and determine the millage rate must be scheduled for March 26<sup>th</sup> at 7:15 PM. How does the City Council wish to proceed?

Council consensus that the 2012-2012 Budget be available for council review at the March 12, 2012 meeting.

4. **City Water Wells:** The City's wells and pumps were extensively tested on February 24<sup>th</sup> by Northern Pump and Well Company. They are conducting a detailed evaluation of the results which should be made available to the City in the near future.
5. **National Floodplain Insurance Program:** The City received a copy of the letter sent by MDEQ to FEMA forwarding "a complete NFIP application package for a studied and mapped Community." Further, MDEQ "supports and recommends the community's enrollment into the NFIP by FEMA." Anticipate approval and formal notification by FEMA within the next few weeks.
6. **Walter Street Water Main:** The final engineering plans have been received by the City. Also, permits from MDEQ and Sanilac County have been completed and approved. The bid documents are available. Recommend releasing the bid documents in mid-March so the work can be completed prior to the Brown City Soybean Festival. How does the City Council wish to proceed?

Council consensus that bid for Walter Street Water Main work be released in mid-March, 2012.

7. **Traffic Barricades:** The City Council recommend the purchase of lighted barricades to place on Main Street to mark snow piles during on-going snow removal operations. Research revealed that the sawhorse-types are \$38.50 each and the barrel-types are \$88.50 each. The flashing light components are

\$17.25 each and batteries are \$2.20. The DPW is recommending the purchase of twelve (12) light and barricade units. Total cost for the sawhorse-type is \$462 and for the barrel-types is \$1,062; plus \$207 for lights. The DPW Foreman recommends the purchase of the barrels and lights for \$1,269. How does the City Council wish to proceed?

Motion by CM Walters, second by CM Navock, to purchase twelve (12) barrel-type lighted traffic barricades at the price of \$1,262.00. ROLL CALL VOTE: Walters-yes, Miller-yes, Mclvor-yes, Jacobson-yes, Navock-yes, Loutzenhiser-yes. Motion carried.

8. **Sanilac County EMCOG Representative:** The Sanilac County Board of Commissioners notified me that my term as the County Representative to the East Central Council of Governments expired on December 31, 2011. If there is no objection from the City Council, I will request reappointment.
9. **Board of Review:** The board will hear protests from Brown City property owners concerning their assessments on Tuesday March 13<sup>th</sup> from 2:00-5:00 PM and 6:00-9:00 PM; and on Wednesday March 14<sup>th</sup> from 9:00 AM to noon and 1:00-4:00 PM, at City Hall.
10. **Election Day:** The Brown City Library will be closed on Tuesday, February 28<sup>th</sup> due to the Primary Election taking place there between 7:00 AM and 8:00 PM.
11. **Election Workers:** Motion by CM Miller, second by CM Jacobson, to appoint the following Election Inspectors for the Primary Election to be held on February 28, 2012: Rometta Hicks, Eleanor Hillman, Kathleen Loutzenhiser, Stella Pepper, Bud Render, Ruth Render, Nicole Sanchez, and Juanita Smith. Motion carried.

**ATTORNEY'S REPORT:** None.

**TREASURER'S REPORT:** None.

**MAYOR'S REPORT:** None.

**COMMITTEE REPORTS:**

1. Police – none.
2. Water & Sewer – none.
3. Tax & Finance/Thumb Soybean Festival - none.
4. Streets & Sidewalks – none.
5. Buildings & Grounds – none.
6. Personnel – Committee Chairman Mclvor discussed recommendations from the Committee Meeting on February 23, 2012.

Motion by CM Mclvor, second by CM Loutzenhiser, that the City Council grant a one-time bonus to all City Employees in the amount of one-week's pay. For example, full time employees will receive an amount equal to their base hourly wage times 40 hours. Part-time will be paid based on the average number of hours they work per week. Payment to be made prior to the end of the fiscal year in March, per the committee recommendations. ROLL CALL VOTE: Loutzenhiser-yes, Navock-yes, Jacobson-yes, Mclvor-yes, Miller-yes, Walters-yes. Motion carried.

**GENERAL CONCERNS OF THE COUNCIL:** None.

**PUBLIC QUESTIONS & COMMENTS:** None.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM Navock, to adjourn at 7:29 pm. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk