

**BROWN CITY COUNCIL PROCEEDINGS
OCTOBER 8, 2012**

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

PLEDGE OF ALLEGIANCE LED BY MAYOR CHRISTINE LEE.

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

ABSENT: Councilmembers Ross McIvor and Eugene Navock.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:

One additional item under the Manager's Report and Mayor's Report.

CORRECTION & APPROVAL OF MINUTES:

Correction page 2, paragraph 4 to read "*Motion by CM Walters, second by CM Miller*"

Motion by CM Miller, second by CM Walters, to accept the Regular Meeting Minutes of September 24, 2012 as corrected. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$21,756.54 (5435-5464), Payroll - \$13,618.52 (5677-5697), Local Street - \$253.58 (4181), Sanitary Sewer - \$22,517.65 (3264-3267), Water - \$495.82 (2138-2143), Arsenic Abatement - \$38,161.19 (1197-1198), Storm Sewer - \$2,767.96 (1127-1128), Equipment - \$47.50 (1359). Motion carried.

Mayor Lee presented an additional bill in the amount of \$150.00 to be paid to Russel Stein, owner of the Gun Shop who hired a company to trim and clean up the small park between Liebler Agency and the Gun Shop. He is asking for reimbursement for these services.

Council questioned if Mr. Stein inquired with the City before securing these services. City Manager did speak with Mr. Stain about 1 year ago regarding maintenance of this area and told him that it was his recollection that the Rotary traditionally has provided maintenance to this park and that the City had no obligation. City Manager explained that since receiving this bill and further investigation it was found that the City is responsible for the maintenance of the park and suggested that Mr. Stein is reimbursed for these fees. CM Walters has concerns for precedence setting if the City pays this bill. Discussion that if reimbursement occurs a letter will accompany the payment with clarification that it was researched and discovered that this is City responsibility and this will be a one-time payment for these services.

Motion by CM Walters, second by CM Miller, to reimburse Russ Stein \$150.00 for the trimming and cleaning of park between Liebler Agency and the Gun Shop with an explanation to be included that this is a one-time payment. ROLL CALL VOTE – Walters-yes, Miller-yes, Jacobson-yes, Loutzenhiser-no, Mclvor-absent, Navock-absent. 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: None Scheduled.

ORDINANCES: None Scheduled.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS: None Scheduled.

MANAGER'S REPORT:

1. **South Cade Road:** Grant Burgess Excavating and the City have tentatively scheduled the culvert work on South Cade Road for October 11th and 12th. The City will send letters to the addresses on Cade Road notifying them of the work schedule. The City will also work closely with the Brown City Health Center concerning the potential impact of the project on their business.
2. **Internet Connectivity:** The president and a sales manager from Air Advantage met with City and Library representatives on October 1st at City Hall. Their contractor continues installing conduit for the fiber optic cable. The Company expects to run fiber optic cable through the conduits and have the system fully operational by the end of the year. They have also agreed to install a fiber optic connection adjacent to City Hall, and to continue providing internet service (but at dramatically greater speeds) to City Hall and the Library at the same rates as are currently being charged. Also, the Company will run cable to the existing antennas on the Water Tower and continue the contract for location services.
3. **Water Tower:** The City received the Corrpro Contract for 2013 for continued maintenance on the cathodic protection system installed on the Water Tower. This year's contract has an increase of \$35 for a total of \$740. Recommend the City Council authorize the Mayor to sign the new contract. Requires Motion.

Motion by CM Walters, second by CM Loutzenhiser, to authorize the Mayor to sign the new contract with Corpro for the 2013 maintenance on the cathodic protection system installed on the Water Tower. ROLL CALL VOTE – Walters-yes, Miller-yes, Jacobson-yes, Loutzenhiser -yes, Mclvor-absent, Navock-absent. Motion carried.

4. **Cell Tower:** The City was notified that SBA Communications has purchased TowerCo, the company that owns the cell tower on the East side of the City. Apparently the current contract will remain in effect. Contact information for SBA Communications was provided.
5. **City Hall Floor Mat:** Someone removed the floor mat from the lobby of City Hall last week. Unless the people that took the mat return, it will have to be replaced. The cost of the mat which the City has had for several years was about \$227. Another week will be waited for the possible return of the rug and then replacement will be sought.
6. **Salary/Benefits Survey:** The City completed and submitted the annual MML Salary/Benefit survey on September 28th. Participation in the survey will allow our access the MML pay/benefits database containing all participating municipalities in the state at no cost to the City.
7. **City Meetings:** A reminder that here will be a Festival Commission meeting at 6:30 PM on Thursday, October 18th; a Park Board meeting at 7:00 PM on Thursday, October 11th; and a Cemetery Board meeting at 9:00 AM on Tuesday, October 16th.
8. **Deaf Child Sign:** A resident has requested that the City install a “Deaf Child” sign in Maple Valley Estates. The City does not have easements/right-a-ways in this development and cannot place a sign there. However, if there is no objection from the City Council, the City could make the sign available at City cost for installation by the resident. How does the City Council wish to proceed? Council consensus to proceed.
9. **Mid Year Budget Review:** It is October is traditionally the time for the mid-year Budget Amendment. Recommend the Tax & Finance Committee schedule a meeting prior to the next City Council meeting to review the Budget and make recommendations. Tax and Finance Committee will meet on October 18th at 7:30 p.m. in the Library.
10. **MI Rural Water Association:** The rate specialist from MRWA is currently reviewing rate information, budget levels, anticipated capital improvement costs and the City’s current rate structure to determine what the optimal utility rates should be for the City. A report containing the results of this evaluation will be made available to the City Council at the October 22nd Regular Meeting.

ATTORNEY’S REPORT: None

TREASURER’S REPORT: None

MAYOR'S REPORT:

Mayor Lee provided information pertaining to the recent 2012 MML Convention that she attended. CM Miller also has literature and workshop information available for City Council review.

Mayor Lee informed the City Council that the Republican National Committee is hosting a public discussion regarding ballot proposals for the upcoming election at the Westpark Hotel in Sandusky on Wednesday, October 10th at 7:00 p.m.

COMMITTEE REPORTS:

1. Police (Miller) – none.
2. Water and Sewer (Navock) – none.
3. Tax and Finance (Jacobson) – none.
4. Streets and Sidewalks (Loutzenhiser) – none.
5. Building and Grounds (Walters) – none.
6. Personnel (McIvor) – none.

GENERAL CONCERNS OF THE COUNCIL:

CM Walters questioned when the DPW contract expires. City Manager stated that approximately one year remains on the existing contract. CM Walters provided information regarding the Affordable Care Act possibilities that the City needs to be aware of for the future.

Future sidewalk project possibilities and concerns discussed by council.

PUBLIC QUESTIONS & COMMENTS:

County Commissioner Jamie Daws provided a brief update pertaining to County business.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Jacobson, to adjourn at 7:34 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk