

**BROWN CITY COUNCIL PROCEEDINGS**  
**December 10, 2012**

**OATH OF OFFICE (6:55 PM):**

City Clerk Juanita Smith administered the Oath of Office to Mayor Christine Lee and Councilmembers Robert Jacobson, Dan Loutzenhiser, and Ross McIvor. Deputy Clerk David R. VanCura had administered the Oath of Office to City Clerk Juanita Smith and City Treasurer Carol Walters prior to the meeting.

**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: Pat Jacobson, Robert Jacobson, Dan Loutzenhiser, Ross McIvor, Julie Miller, and Bill Walters. City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

**ABSENT:** None.

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

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Walters, second by CM McIvor, to accept the Regular Meeting Minutes of November 26, 2012 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Pat Jacobson, second by CM Robert Jacobson, to pay the bills in the following funds: General - \$19,005.80 (5538-5561), Payroll - \$13,215.10 (5747-5763 plus EFT), Sanitary Sewer - \$504.50 (3274-3276), Water - \$756.73 (2158-2166), Arsenic Abatement - \$150.00 (1201), Equipment - \$98.16 (1363-1364). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:**

Russ Stein of 4283 Main Street approached the Council about a dumpster behind his business that is on city property but is leased by three privately owned businesses. He reported that it is causing health issues that need to be addressed. He is asking the Council for assistance in getting the dumpster moved.

The consensus of the City Councilmembers was to not allow a privately leased item to be stored on city property. The Councilmembers directed City Manager Clint Holmes to write a letter to the businesses that have leased the dumpster asking them to have it moved off city property within a 14 day time period.

**POLICE REPORT:** Report reviewed. No questions or comments.

**PERSONAL APPEARANCES:** None Scheduled.

**UNFINISHED BUSINESS:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

**ORDINANCES:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

## **MANAGER'S REPORT**

- 1. City Hall Columns:** The City Manager met with the Brian Buurma, George Emmie and a welder at Emmie Die & Engineering to determine how and when to get the cast iron columns for the front of City Hall properly sized. The welder is preparing a cost estimate.
- 2. Personal Property Tax:** The process to eliminate the PPT is heating up in the lame duck Michigan Legislature. If eliminated, the City can expect a further reduction in revenues, and potential service cuts or delays. MML sponsored a phone conference on December 3<sup>rd</sup> to receive input from communities, such as the City of Brown City, concerning budget impacts on Michigan communities and direction for lobbying efforts. The MML's efforts are to ensure that lost funds are somehow replaced.
- 3. Internet Connectivity:** Air Advantage is extending the fiber optic network in the City to include Liebler Insurance and Tri-County Bank. The Company is looking for additional commercial customers so they can further expand the network.
- 4. Countywide Informational Update:** The Mayor, City Attorney and City Manager are registered to attend the Sanilac County overview of the laws and regulations concerning medical marihuana, gravel mining, fireworks and cell towers on December 11<sup>th</sup> in Sandusky.
- 5. Obamacare Requirements:** The City received notification of the mandatory requirement to formally register employer's information with the Centers for Medicare & Medicaid Services, Internal Revenue Service, and Social Security Administration. Information was required as the Federal Government ramps up the continued implementation of the Patient Protection and Affordable Care Act (PPACA) aka Obamacare. Anticipate this to be an annual requirement, so registration materials are being maintained.
- 6. 2013 Census Data:** The City received, completed and forwarded the 2013 Boundary and Annexation Survey Annual Response and Contact Update Form. The City reported no changes from last year.

7. **Police Car:** The City received written notice that the 2010 police cruiser is paid off and the lien has been released.
8. **USDA Requirements:** Since the City had a loan from USDA Rural Development, we are required to post a nondiscrimination statement in City Hall and on all City publications. The USDA recently updated this statement to add “religion, familial status, sexual orientation, and reprisal.” Updates have been completed.
9. **Street Parking:** A reminder to residents and visitors that on-street parking is not allowed in the City between 2:00 AM and 6:00 AM from November 1<sup>st</sup> through April 1<sup>st</sup>. Violators will be ticketed by the Brown City Police department.
10. **Holiday Schedule:** The City Hall, Police and DPW will be closed for the holidays on Monday and Tuesday December 24<sup>th</sup> and 25<sup>th</sup> and Monday and Tuesday December 31<sup>st</sup> and January 1<sup>st</sup>. However, a DPW employee will be on call these days.
11. **Picture for City Website:** The Mayor, Councilmembers and City Clerk’s picture was taken for the City Website. Individual pictures were taken of newly sworn in Councilmember, Robert Jacobson and newly sworn in City Clerk, Juanita Smith.

**ATTORNEY’S REPORT:**

1. No further communication has taken place with the prospective buyer on the piece of property that is being considered for sale by the city.
2. City Attorney Gregory Stremers will be absent on December 17, 2012.

**TREASURER’S REPORT:** None.

**MAYOR’S REPORT:**

1. A copy of the “Rules of Procedure for Regular and Special City Council Meetings” is provided for your use.
2. 2013 City Council Committee assignments are provided.  
**A copy of the City Council Committees is attached.**
3. Request Motion to reappoint the following individuals to 2013 City Boards and Commissions: Planning Commission – Jay Berry and Mike Frey to December 31, 2015; Downtown Development Authority - JoAnn Potts to December 31, 2016; Brown City Evergreen Cemetery – Ron Campbell to December 31, 2017; Election Commission – David R. Van Cura to December 31, 2014; and Board of Review – John Bell, Ron Campbell and Imogene Sealey to December 31, 2014.  
**So moved by CM Walters, second by CM Miller. Motion carried.**
4. The Mayor will continue to serve on the Planning Commission, DDA and Brown City Fire Authority Board.

5. Request Motion to authorize Mayor Christine Lee, City Clerk Juanita Smith, City Treasurer Carol Walters and Administrative Assistant David R. Van Cura to sign checks on behalf of the City of Brown City.

**Motion by CM Loutzenhiser, second by CM Pat Jacobson. Motion carried.**

6. The Mayor reported that she attended a book signing for the book that featured the late Brown City Boxer, Whitey Gorsline. The author donated a book to the Brown City Library and to the Brown City High School.

**COMMITTEE REPORTS:**

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

**GENERAL CONCERNS OF THE COUNCIL:**

CM Loutzenhiser stated that he will be absent on December 17, 2012.

**PUBLIC QUESTIONS & COMMENTS:**

Ethan Linck, a local Boy Scout, was a welcomed guest to the Council meeting. He is working on his Citizenship in the Community Badge.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM Mclvor, to adjourn at 7:37 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith  
City Clerk