

BROWN CITY COUNCIL PROCEEDINGS

December 9, 2013

OATH OF OFFICE (6:55 PM):

1. **Councilmembers Patricia Jacobson, Julie Miller and William Walters.** City Clerk Juanita Smith administered the Oath of Office to Councilmembers Patricia Jacobson, Julie Miller, and William Walters.

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 Mclvor, 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 Miller, second by CM Mclvor, to accept the Regular Meeting Minutes of November 25, 2013 as presented. Motion carried.

PAY BILLS:

Motion by CM Pat Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$13,797.56 (6063-6088), Payroll - \$13,404.17 (6218-6233 plus EFT), Sanitary Sewer - \$500.00 (3349-3350), Water - \$679.27 (2310-2315), Arsenic Abatement - \$155.80 (1230-1231), Equipment - \$202.50 (1402-1403). Motion carried.

Motion by CM Pat Jacobson, second by CM Miller, to reimburse the VFW \$80.42 for the City's share of the supplies used for the Memorial site upkeep. Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. No questions or concerns.

PERSONAL APPEARANCES: None Scheduled.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **A Phoenix (former Hilltop House) – 4281 Main Street:** The prospective buyer is requesting a permit to extensively remodel the interior of the building to include: removal of a fire wall at the front entrance; relocating and expanding the existing kitchen; removal of a bathroom. Tentative plans include a future request for an exterior landscaping permit. The Planning Commission recommends approval. If approved by the City Council, the permits would not be issued until the property transfer is finalized and the Planning Commission and City Council informed

Motion by CM Walters, second by CM Mclvor, to grant a permit to Melissa Anglebrandt to extensively remodel the interior of the building at 4281 Main Street to include: removal firewall at the front entrance, relocate and expand the existing kitchen; and removal of a bathroom. This motion would be contingent on the successful transfer of said property being finalized and the Planning Commission and the City Council being informed of the successful transfer of the former Hilltop House (now known as the Phoenix) property. Motion carried.

ROLL CALL VOTE: CM Walters – yes, CM Pat Jacobson – yes, CM R. Jacobson – yes, CM Loutzenhiser – yes, CM Mclvor – yes, CM Miller – yes. 6 Yes votes, 0 No votes. Motion carried.

2. **Brown City United Methodist Church – 7043 Lincoln Street:** The church board petitioned the Planning Commission to recommend that the City Council approve building permits for the first of a two phase project: The Phase I Vestibule is tentatively scheduled for construction around April 2014, and will consist of a 16' X 28' vestibule on the east side the existing structure. The Planning Commission recommends approval. Phase II is construction of a 74' X 60' Fellowship Hall attached to the vestibule. Permits for the Phase II Fellowship Hall will be requested sometime in the future.

Motion by CM Walters, second by CM R. Jacobson, to grant a building permit to the Brown City United Methodist Church, at 7043 Lincoln Street, to go ahead with Phase I of their construction project. Phase I will consist of building a 16' x 28' vestibule on the east side of their existing structure. The United Methodist Church will also have to get an electrical permit in addition to the building permit. Motion carried.

MANAGER'S REPORT:

1. **Maple Valley Road:** The Sanilac County Road Commission recommended that gravel be placed on the east side of Maple Valley Road just north of the intersection with M-90. The City would be responsible for cost of the gravel and the County would haul and install it. The DPW Foreman estimated only a couple of dump truck loads would be required. The County completed the work on December 5th.
2. **TEA 21:** The Sanilac County Road Commission will host a public input meeting concerning Sanilac County Projects under the Federal Transportation Act (TEA 21) at 10:30 A.M., Thursday, January 2nd, at the Road Commission Office located at 35 North Flynn

Street, in Sandusky. The Meeting will result in designating a priority list for projects to be funded with federal and state monies for the county level in Task Force 7-A meeting later in January. As the representative for Sanilac County cities and villages, I will attend the meeting.

3. **Colonial Life Insurance:** The representatives from Colonial Life are scheduled to meet with City employees on December 9th at 10 AM. They will provide information concerning the products available and determine the level of employee interest. The City took this step due to the very poor service associated with the current Independent Insurance policy. If the employees request the opportunity to change insurance carriers, a meeting of the Personnel Committee may be required.
4. **MAC DEQ Permit:** The Michigan DEQ issued a permit to Michigan Agricultural Commodities to relocate 800 feet of the Lapeer-Sanilac Intercounty Drain . The relocated drain will be 830 feet in length. MAC will also construct a 16-foot extension to the existing 26' X 30' bridge, remove the existing 12' by 18' farm bridge. The project will consist of 4,327 cubic yards of fill and 4,733 cubic yards of compensating cut (excavation) within the 100-year floodplain of the Lapeer-Sanilac Intercounty Drain.
5. **Well SCADA System:** The contractor has ordered the parts and will schedule repairs once they are received.
6. **City Hall Closure:** The City Hall, Police and DPW will be closed for the holidays on Tuesday and Wednesday, December 24th and 25th and Tuesday and Wednesday, December 31st and January 1st. However, a DPW employee will be on call each of these days.

ATTORNEY'S REPORT:

City Attorney Gregory Stremers stated that he would not be at the next meeting of the City Council on December 16, 2013. Attorney Gregory Stremers wished everyone safe and Happy Holidays.

MAYOR'S REPORT:

Mayor Christine Lee reported that she attended and helped with the Jr. High Challenge Day at the High School today, Monday, December 9, 2013. She said this was a very emotional, worthwhile day for the students. Tomorrow, Tuesday, December 10, 2013 will be the Challenge Day for the High School Students. She is planning on attending that session also. Challenge Day deals with bullying and abuse along with other issues that our teens must deal with daily.

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 R. Jacobson brought up a concern he has about the salt spreader. City Manager Clint Holmes will speak with the DPW to see if they should adjust how they salt the roads.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Pat Jacobson, to adjourn at 7:28 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith
City Clerk