

# **BROWN CITY COUNCIL PROCEEDINGS**

## **January 27, 2014**

**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, and Julie Miller; City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

**ABSENT:** Councilmember Bill Walters.

### **ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA.**

City Manager Clint Holmes stated that Paul Rich, from the Sanilac County Drug Task Force, would be included under Personal Appearances.

### **CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Miller, second by CM McIvor, to accept the Regular Meeting Minutes of January 13, 2014 as presented. Motion carried.

### **PAY BILLS:**

Motion by CM Pat Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$18,064.52 (6130-6146), Payroll - \$14,719.99 (6292-6308 plus EFT), Major Street - \$1,007.79 (3814), Local Street - \$1,007.79 (4203), Sanitary Sewer - \$1,291.75 (3365-3366), Water - \$1,253.46 (2328-2330), Arsenic Abatement - \$11.60 (1233), Equipment - \$2,251.75 (1410). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:** None.

**DPW REPORT:** Report reviewed. No questions or concerns.

### **PERSONAL APPEARANCES:**

#### **1. Bob Armstrong – WMIC: 2014 Fairs & Festivals Guide.**

Bob Armstrong of WMIC radio handed out copies of the 2013 Fairs and Festivals Guide to the Councilmembers. He stated that WMIC/WTGV-fm is again publishing a special Activity Guide for 2014 covering all of the events in the Thumb and Blue Water Area. They have put together a special advertising package for the City of Brown City whereby the City would receive 60 commercials to promote the community plus ads in the Activity Book. The ads in the Activity Book are free with the purchase of the radio advertising. The total investment for the Radio and Activity Guide advertising is \$885.00.

**Motion by CM Pat Jacobson, second by CM Loutzenhiser, to purchase the radio advertisement plus the free ads in the Activity Book for a total cost of \$885.00. Motion carried.**

## **2. Paul Rich - Sanilac County Drug Task Force:**

Paul Rich from the Sanilac county Drug Task Force spoke with the City Council Members to inform them of the Drug Activity that is in the area counties. He spoke of the number one problem being that of prescription drugs and second problem is heroin. He said stealing seems to be the top source for getting money for the drugs. The Drug Task Force is following all leads to stop this activity. They also have programs in the schools such as the DARE program and counseling to reach youngsters and teach the harm of doing drugs.

**UNFINISHED BUSINESS:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

### **RESOLUTIONS:**

- 1. Resolution 14-01:** A Resolution Allowing the Board Of Review To Act Upon Written Requests From Taxpayers

**Motion by CM Miller, second by CM Pat Jacobson, to adopt Resolution 14-01: A Resolution Allowing the Board of Review To Act Upon Written Requests From Taxpayers. Motion carried.**

**ORDINANCES:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

### **MANAGER'S REPORT:**

- 1. Maple Valley Lift Station:** The DPW Foreman and City Manager met with an outside expert to evaluate the issue with the Maple Valley Lift Station. He had some recommendations that were forwarded to Hydrodynamics who had been planning to simply replace the existing equipment. Now, they are putting together an estimate for the cost of a bypass system and for a much more robust surge protector, as is Northern Pipe. Those estimates should be available by close of business on January 27<sup>th</sup>. The original electric motor was reinstalled on the lift station the morning of January 24<sup>th</sup>; both pumps are working properly. Apparently, the replacement motor sold to the City in 2011 was not a precise fit. This is also being addressed.

**After much discussion the Water and Sewer Committee decided a Committee Meeting should be held on Monday, February 3, 2014 at 7:00 p.m. at the Brown City Library to address this issue.**

- 2. EVIP II C3:** The Michigan Economic Vitality Incentive Program (EVIP) Certification of Consolidation Services must be submitted to Department of Treasury before February 1<sup>st</sup> in order to continue to receive Brown City's portion of sales tax. A copy of the Cooperation, Collaboration and Consolidation Plan for 2013 and the proposed C3 Plan is enclosed. Request the City Council review the documents, provide recommended changes, and approve the forms for submission so the City can meet this deadline.

**After reviewing the documents the City Council had no changes to recommend and approved the forms for submission so the deadline can be met. These forms must be submitted before February 1<sup>st</sup>.**

- 3. City Hall / Library Repairs:** The exit lights in the hallway and Library are non-operational; as is the emergency lighting fixture in the Library. Also, these are a couple of exterior lights out and the ones on the west side of the building do not shut off during the day. Finally, the exhaust fans in the restrooms are failing and underpowered. The City asked for two quotes and received one: Cumper Brothers Electric in Sandusky for \$2,008.40. Recommend the City Council approve these repairs.

**Motion by CM Miller, second by CM Pat Jacobson, to have Cumper Brothers Electric in Sandusky do the repair work on the lights in the Library, the exterior lights on the building, and the exhaust fans in the restrooms for the quoted price of \$2,008.40.**

**ROLL CALL VOTE: CM Walters – absent, CM Pat Jacobson – yes, CM Robert Jacobson – yes, CM Loutzenhiser – yes, CM McIvor – yes, MC Miller – yes. 5 Yes Votes, 0 No Votes, 1 Absent. Motion Carried.**

- 4. Federal Surplus:** The City has one emergency generator used to power the lift stations in the event of a power outage. The current generator is Vietnam War era. The City should consider having one that can power either the lift stations or the water wells as well as act as a back-up for the current generator. The State of Michigan Federal Surplus Property Program was contacted to determine if the City still had right-of use and if any generators were in the system. The answer to both was no. The City has since successfully applied and now has access to the state and federal database. The cost of surplus items is 10%-15% of original purchase price. If there is no objection by the City Council, the City will continue to research surplus equipment options.

**There are no objections from the City Council to have the City continue to research surplus equipment options.**

- 5. 4211 Vine Street:** The City was contacted last week by the property manager for this bank-owned property on Vine Street that was heavily damaged by a falling tree during December's ice storm. Mr. Todd of Affordable Roofing in Casco Township said he was responsible for the repairs and requested the procedures for necessary permits. The City stated that these were emergency repairs, should begin as soon as possible, and that no permits were required for these specific repairs. Information was also provided to him concerning procedures to get the necessary permits for additional interior and exterior repairs and upgrades. There has been no additional contact with the bank or their representative.

- 6. Streetlight Request:** Michigan Agricultural Commodities (M.A.C.) has requested a street light be installed at the corner of Soybean Drive and Wheat Court. DTE was contacted to determine the feasibility of installation and associated costs and procedures. They were again contacted on January 9<sup>th</sup>. No additional information is available at this time.

- 7. MDOT Mileage Certification:** The City received the most recent MDOT mileage map for Act 51 Certification for 2014. No changes are required to the current map. The City will certify and return the original to MDOT to ensure continued road maintenance funding.

- 8. Fire Hydrant Snow Removal:** A narrow reading of City Ordinance 93.32 Snow Removal revealed that apartment, group home, office building, restaurant or shopping center and other owners of any property within the City to which the public is invited for business purposes have

specific snow and ice removal responsibilities. These include keeping fire hydrants on their property clear of ice and snow. Residential property owners are apparently not required to keep fire hydrants on or adjacent to their property immediately accessible to the fire department in the same way. Does City Council wish to amend the current ordinance or address this in another way?

**The City Council tasked City Manager Clint Holmes to draft a letter to the home owners with a fire hydrant on or adjacent to their property to ask them to keep the fire hydrant clear of ice and snow. City Manager Clint Holmes will also contact Jim Groat, Brown City Fire Chief, to ask him if the Firemen would consider keeping them clear of ice and snow as they had done in the past.**

**ATTORNEY’S REPORT:**

City Attorney Gregory Stremers discussed Medical Marijuana Dispensaries and the problems relating to them.

**MAYOR’S REPORT:**

1. City Council Priorities Worksheets – due on or before January 27<sup>th</sup>.

**The Mayor reported that all City Council Priorities Worksheets are in.**

**COMMITTEE REPORTS:**

1. Police (Miller) – None.
2. Water and Sewer (R. Jacobson) – A Committee Meeting will be held on Monday, February 3<sup>rd</sup> at 7:00 p.m. in the Brown City Library.
3. Tax and Finance (P. Jacobson) – None.
4. Streets and Sidewalks (Loutzenhiser) – We need to get rid of the brush on the streets and sidewalks!
5. Building and Grounds (Walters) – CM Walters – absent.
6. Personnel (McIvor) – None.

**GENERAL CONCERNS OF THE COUNCIL:**

A concern of the council is the snow still on Main Street. The question was asked, “Why isn’t the snow off Main Street?” City Manager will check into this concern.

**PUBLIC QUESTIONS & COMMENTS:** None.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM McIvor, to adjourn at 8:11 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith  
City Clerk