

BROWN CITY COUNCIL PROCEEDINGS

March 10, 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 Bill Walters, City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

ABSENT: Councilmember Julie Miller.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Loutzenhiser, second by CM R. Jacobson, to accept the Regular Meeting Minutes of February 24, 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 - \$13,497.43 (6184-6209), Payroll - \$11,949.34 (6346-6362 plus EFT), Major Street - \$123.69 (3816), Local Street - \$494.79 (4205), Sanitary Sewer - \$977.87 (3372-3374), Water - \$48,135.74 (2344-2349), Equipment - \$5,250.36 (1415-1420). Motion carried.

Motion by CM Pat Jacobson, second by CM Walters, to pay the bill in the following fund: Sanitary Sewer Fund to Hydro Dynamic, Inc. - \$34,085.00 (Invoice # - 28550, 28552, 28553, 28594, 28595). **ROLL CALL VOTE: CM R. Jacobson – yes, CM Loutzenhiser – yes, CM McIvor – yes, CM Walters – yes, CM Pat Jacobson – yes, CM Miller – absent. 5 Yes Votes, 0 No Votes, 1 Absent. 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.

RESOLUTIONS: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER'S REPORT:

1. **Maple Valley Lift Station:** Hydrodynamics picked up the spare pump and rotors on February 24th for appropriate modifications. Coordination with the insurance company continues. The new VFD units have not yet been installed, but should arrive soon.
2. **Police Grant:** The Brown City Police Department received a grant for \$2,000 for a new in-car camera system. The system was installed on February 24th and 25th. The Chief determined that one of the components of the new system is causing interference on the radio. He has coordinated with the manufacturer and installer and the problem is being addressed. In the meantime, the system is operational.
3. **Board of Review:** The Board of Review will meet at City Hall on Tuesday, March 11th from 2-5 and 6-9 PM; and on Wednesday, March 12th from 9 AM to noon and 1-4 PM. Ratios and multipliers are available at City Hall for review. Projected tax revenues are down about 3.24% from last year.
4. **Union Negotiations:** The International Union of Operating Engineers Local 324 and I are still working toward a new contract.
5. **City Water Well Status:** Northern Pump and Well conducted the annual production and pump tests on Wells #3 and #4 on February 7th. The Sewer & Water Committee met on March 3rd to discuss the results. The Committee recommends the City Council authorize the City Manager to solicit bids for the overhaul of Well #4 so the work can be completed in 2014. How does the City Council wish to proceed?

The consensus of the City Council is to authorize City Manager Clint Holmes to solicit bids from Layne Northern and Northern Pump and Well for the overhaul of Well #4 so the work can be completed in 2014.

6. **Lift Station Inspections:** The Sewer & Water Committee reviewed the proposed Lift Station Annual Inspection Agreement offered by Northern Pump and Well. They recommend that the City Council authorize the Agreement. Does the City Council wish to permit approval?

Motion by CM R. Jacobson, second by CM Walters, to switch from Hydrodynamics to Northern Pump and Well for the Lift Station Annual Inspection. ROLL CALL VOTE: CM Loutzenhiser – yes, CM McIvor – yes, CM Walters – yes, CM Pat Jacobson – yes, CM R. Jacobson – yes, CM Miller – absent. 5 Yes Votes, 0 No Votes, 1 Absent. Motion carried.

7. **Brown City Area Fire Authority:** The BCAFA Board met for about six hours on March 4th and again for over two hours on March 6th. The 2014-2015 Budget was approved at \$94,700 – a reduction of \$10,420 over last year. The City's portion will drop \$327.22 to \$19,481.14. Also decided was to switch to another carrier for Property and Liability Insurance. Primary item of business was to appoint officers for the next term running to November 2015.

Congratulations to Fire Chief Jimmy Groat, Jr. and Captain Keith Redlin on their reappointment, to Justin Holsworth and Tim Eagle for their selection as Fire Lieutenants, and Travis Blatt is the new Training Officer.

8. **E Z Auto Wash:** Previously, January and February water bills for the car wash were about \$200. This year the January bill was higher than expected and the one for February was \$2,555.19. The owner contacted the City and stated that there had been a water leak. She is asking to negotiate the bill to \$868.76. What is the recommendation of the City Council?

Motion by CM P. Jacobson, second by CM R. Jacobson, for E Z Auto Wash to be liable for the full amount of the water bill for February in the amount of \$2,555.19. Motion carried.

9. **USDA – Rural Development:** Representative Candice Miller has organized a workshop concerning low-interest loans and grants available through Rural Development. The training is scheduled for Wednesday, March 19th from 10 AM to noon in Sandusky. I plan to be there. Are any members of the City Council interested in attending?

No members of the City Council plan to attend the USDA – Rural Development training at this time.

10. **2014-2015 City Budget:** The new Budget and 2013-2014 Final Budget Amendment must be approved prior to April 1st. The draft copies of these two documents are not yet ready because the numbers are still being collected and analyzed. Copies will be distributed to the members of the Tax and Finance Committee prior to their meeting on March 20th at 7:30 PM.

Also, the staff has recommended moving brush pick-up from Major and Local Streets to the General Fund – City Clean-up. The amount is about \$12,000. Does the City Council have any recommendations?

The consensus of the City Council is to move the brush pick-up from the Major and Local Street Funds to the General Fund – City Clean-up.

ATTORNEY’S REPORT:

City Attorney Greg Stremers stated that he agreed with the Council’s decision to require the full water payment from E Z Auto Wash.

City Attorney Greg Stremers has been contacted by the Law Office of Paterson and Paterson. They are going to call Attorney Greg Stremers in reference to the property line dispute that was brought before the council on October 28, 2013 and again on November 11, 2013. He will update the Council after he speaks with Attorney Paterson.

TREASURER’S REPORT: None.

MAYOR’S REPORT:

1. Semi-Annual City Manager Evaluation – Please return forms at or before the next City Council meeting on March 24th.

2. Mayor Christine Lee received a nice Thank You card from the 2nd graders of Brown City Schools for the presentation she gave to their classes on “What it is Like to be the Mayor of Brown City”.

COMMITTEE REPORTS:

1. Police (Miller) – None.
2. Water and Sewer (R. Jacobson) – A Committee meeting was held March 3rd. See attached minutes of that meeting.
3. Tax and Finance (P. Jacobson) – A Committee Meeting is scheduled for Thursday, March 20, 2014 @ 7:30 p.m. at the Brown City Library.
4. Streets and Sidewalks (Loutzenhiser) – None.
5. Building and Grounds (Walters) – None.
6. Personnel (Mclvor) – None.

GENERAL CONCERNS OF THE COUNCIL:

The City Council would like to waive the 10% late fee for the E Z Auto Wash water bill. Also they would like to give them the option to pay the amount due in installments if need be.

City Manager Clint Holmes reminded the Council that the Utility Rate would be going up the first of April. Rates will vary—some will go up \$1.00 while others will go up \$2.00.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Loutzenhiser, second by CM Mclvor, to adjourn at 7:47 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith
City Clerk