

# **BROWN CITY COUNCIL PROCEEDINGS**

## **June 23, 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, 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 McIvor, to accept the Regular Meeting Minutes of June 9, 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 - \$20,395.25 (6348-6365), Payroll - \$11,794.42 (6492-6508 plus EFT), Major Street - \$74,055.00 (3826-3828), Local Street - \$777.31 (4213-4215), Sanitary Sewer - \$1,302.78 (3394-3396), Water - \$40,886.15 (2377-2382), Arsenic Abatement - \$211.40 (1245-1246), Storm Sewer - \$60.00 (1157), and Equipment - \$500.00 (1434). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:**

Judy and Joe Murray questioned what was going to happen to the recycling program that we had in town which the County Commissioners pulled because of a lack of funds to continue the program. City Manager Clint Holmes replied that the County Commissioners are looking at different solutions for putting the program back in play but they have come up with no viable answer at this time.

Judy and Joe Murray were also concerned about the potential water problem rising from the new home or homes which are being considered for the Parkside Drive Subdivision. They would like to see the drainage improved along Cade Road by Parkside Drive.

**POLICE REPORT:** Soybean Festival. Report reviewed. No questions or concerns.

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

**PERSONAL APPEARANCES:** None Scheduled.

**UNFINISHED BUSINESS:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

**ORDINANCES:** None Scheduled.

**PETITIONS & COMMUNICATIONS:**

- 1. Lot #9 Parkside Drive - New housing unit for Parkside Subdivision:** A contractor contacted the City to request a permit to construct a 1,600 sq ft dwelling in Parkside Subdivision. This request was brought before the Planning Commission on June 5<sup>th</sup>. Following a discussion, the Planning Commissioners still had questions, to include the need for site and the drainage plans, and tabled the request. The contractor paid to hold a special meeting (see Planning Commission minutes for June 19<sup>th</sup>). The Planning Commission has forwarded the pre-application building permit to the City Council recommending approval subject to the house setback being in accordance with the City Ordinance and a swale being constructed that follows the existing plans except for going between Lots 10 and 11 instead of Lots 11 and 12.

**Motion by CM Walters, second by CM R. Jacobson, to approve the pre-application building permit to construct a 1,600 sq. ft. dwelling on Lot 9 in Parkside Subdivision subject to the house setback being in accordance with the City Ordinance and a swale being constructed on the east and south borders that follows the existing plans except for emptying between Lots 10 and 11 instead of Lots 11 and 12. ROLL CALL VOTE: CM R. Jacobson – yes, CM Loutzenhiser – yes, CM McIvor – yes, CM Miller – yes, CM Walters – yes, CM Pat Jacobson – yes. 6 Yes Votes, 0 No Votes. 0 Absent. Motion carried.**

**Motion by CM Loutzenhiser, second by CM Walters, to hire an engineering firm to determine if the culvert under Parkside Drive and the ditch adjacent to Cade Road from south of Parkside Drive to the Sutter Drain are adequate for the anticipated water runoff from Parkside Subdivision both now and when it is fully developed. ROLL CALL VOTE: CM McIvor – yes, CM Miller – yes, CM Walters – yes, CM Pat Jacobson – yes, CM R. Jacobson – yes, CM Loutzenhiser – yes. 6 Yes Votes, 0 No Votes, 0 Absent. Motion carried.**

**MANAGER'S REPORT:**

- 1. 2014 Street Project:** The City's contractor, Astec Asphalt, expects to finish the rest of the 2014 Street Project - North Cade Road, Second Street and patches on St. Mary's and First Streets – by the end of the month.
- 2. Well #4 Issues:** A pressure relief valve on top of one of the tanks used to extract arsenic from the water failed, causing an elbow pipe to shatter (photo). This tank and the adjoining one have been taken off line. The DPW is ordering replacement parts, which should arrive within a few days, and will then complete repairs.

Also, water samples from Well #4 did not meet MDEQ standards so the Well was immediately taken off-line on June 18<sup>th</sup>. Additional tests by the lab in Lexington had mixed results, so further analysis was conducted. The Well subsequently met water quality standards and was returned to service on June 23<sup>rd</sup>.

3. **Lift Station Pump:** The original pump was installed in the Maple Valley Road Lift Station on June 13<sup>th</sup>. The spare pump was returned to storage at the DPW.
4. **Planning Commission:** The Brown City Planning Commission will hold a Public Hearing on July 8<sup>th</sup> to consider a zoning change for 4290 Main Street (Faith Baptist Church). The property is currently zoned Public/Semi-Public District and would have to be designated as another type of District if the use of the building is to change. Notices were sent to property owners within 300 feet of this address. A copy of the draft ordinance was reviewed by the City Attorney. The draft Ordinance, and the Planning Commission's recommendation, will be presented to the City Council at the next regular meeting.
5. **City Computers:** Sanilac Computer Products has installed the new computers and transferred required programs and databases from the old machines. (Utility Billing; Accounts Payable and Treasurer). They, and the associated printers, seem to be operating well. The new Utility Billing Program should be downloaded and operational within a few days.
6. **Brown City Clean-Up Days:** Clean-Up Days were scheduled for June 17<sup>th</sup> and 18<sup>th</sup>. The DPW reported that all refuse was picked up with no incidents or issues.
7. **Fire Hydrant Flushing:** The DPW plans to conduct hydrant flushing June 23-27. Notices were published in *The Banner* and on the City's website identifying the dates and reminding residents to avoid washing white and light-colored clothes while hydrants are being flushed.
8. **Park Water Heater:** The water heater in the pool pavilion stopped working. The necessary permit was acquired from Sanilac County (\$105), and a licensed electrician was brought in to do the required installation. Repairs were completed the week of June 9<sup>th</sup>.

#### **ATTORNEY'S REPORT:**

**City Attorney Gregory Stremers suggested that the City look at the Master Plan for the City and make sure it is consistent. He also recommended that the City specifically review the zoning for the Main Street from 4270 to 4392.**

**TREASURER'S REPORT:** None.

#### **MAYOR'S REPORT:**

1. Proclamation for Tyler Crenshaw – State Champion Shot Putter.

**Mayor Christine Lee presented Tyler Crenshaw with a Proclamation for his achievement as a State Champion Shot Putter. Tyler was recognized by Mayor Christine Lee as she read his Proclamation aloud for all the Councilmembers and**

**visitors to hear. Pictures were taken of Tyler, Michelle Blake, his coach, and the Mayor as he received the signed, sealed and framed document.**

**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:**

Councilmember Walters asked when the pavement cut made by SEMCO to repair a gas leak at the corner of First and Walter Streets was going to be repaired. The hole was filled with gravel, which has since scattered all over the road, and has not yet been repaved. He asked if there was some way that we could get SEMCO to repair it. City Manager Clint Holmes will speak with the SEMCO regarding this problem.

**PUBLIC QUESTIONS & COMMENTS:** None.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM Mclvor, to adjourn at 8:04 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith  
City Clerk