

BROWN CITY COUNCIL PROCEEDINGS

July 14, 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, Julie Miller, and Bill Walters, City Clerk Juanita Smith, and City Attorney Gregory Stremers.

ABSENT: Councilmember Ross McIvor and City Manager Clint Holmes.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA.

Mayor Christine Lee stated that there would be one additional item under Petitions and Communications.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM Walters, to accept the Regular Meeting Minutes of June 23, 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 - \$17,381.23 (6366-6399), Total Payroll - \$30,535.22 -- payroll paid on 06-27-14 was \$16,362.54 (6509-6526 plus EFT), payroll paid on 07-11-2014 was \$14,172.68 (6528-6550 plus EFT), Major Street - \$180.00 (3829-3830), Sanitary Sewer - \$8,192.31 (3397-3403), Water - \$4,881.15 (2383-2394), Arsenic Abatement - \$1,811.62 (1248-1251), and Equipment - \$276.00 (1435-1436). Motion carried.

PUBLIC QUESTIONS & COMMENTS:

Mr. Lehn King of King & King CPAs LLC gave a presentation of the Overview of the City Finances. The audit was performed May 21st and 22nd. They found the City books to be in good order and the City is apparently in relatively good financial condition. Mr. King reviewed the Overall Fund Rating report with the council. Mr. King cautioned the Councilmembers to watch the sewer and water funds rates as they may have to push for rate increases in these areas in the future.

POLICE 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. **7048 Lincoln Street:** Install new driveway on north side of house and replace siding.

Motion by CM Walters, second by CM Loutzenhiser, to approve the pre-application permit to the owner of the property at 7048 Lincoln Street to install a new driveway on the north side of the house and replace siding on the North side of the house if necessary. Motion carried.

2. **7155 Reed Street:** The owner of the home at 7155 Reed Street is requesting a permit to remove and replace the shingles on his home.

Motion by CM Walters, second by Pat Jacobson, to grant a permit to the owner of the property at 7155 Reed Street for the purpose of removing and replacing the shingles on his home. 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 – in August. The DPW is responsible for prepping the patch areas and will coordinate with Aztec on the schedule.

2. **Lift Station Pump:** During the lightening storm on July 7th/8th, a couple of small fuses blew on the SCADA and pump control at about 2:00 am. The DPW and a licensed electrician were able to quickly repair the system. There were no significant backups or other issues reported.

3. **Planning Commission:** The Brown City Planning Commission held a Public Hearing on July 8th to consider a zoning change for 4296 Main Street (the former Faith Baptist Church). The property is currently zoned Public/Semi-Public District and the prospective owner had requested a change to "Multi-Family Residential District." A number of residents appeared before the Commission. The Public Hearing portion of the meeting lasted about half an hour. The Planning Commission voted for the zoning to remain unchanged.

Motion by CM Walters, second by CM R. Jacobson, to uphold what the Planning Commission recommended—that being that the zoning district not be changed and would remain a Public/Semi-Public District for the property at 4296 Main Street (former Faith Baptist Church). Motion carried.

4. **City Utility Bills:** The change over to the new billing system was not as smooth as anticipated. The bills were delayed until Friday, July 11th. The due dates will be adjusted accordingly. The City would like to thank those many residents who came into City Hall and paid their utility bills even without having received a bill in the mail.

- 5. Walter Street Patch:** A letter was sent to SEMCO Energy on June 24th asking when the hole at the corner of Walter and First Streets was scheduled for repair. A representative from SEMCO called on June 30th to say the asphalt should be repaired not later than Wednesday, July 16th.

CM Walters reported that the repair on the hole at the corner of Walter and First Street was completed and appeared to be a good job.

- 6. Cade and Parkside:** The City contacted Spicer Group and discussed the need for a study concerning storm water runoff from north of Parkside Drive to the Sutter Drain along Cade Road. An engineer visited the site, received a copy of the plans for Parkside and details of the proposed study were discussed. A formal proposal letter should be available for your review and action.

City Attorney Gregory Stremers looked over the papers and said that everything appeared to be in good order.

Motion by CM Walters, second by CM Loutzenhiser, to authorize Mayor Christine Lee and City Clerk Juanita Smith to sign the approval papers for the Professional Services by Spices Group, Inc. Motion carried.

- 7. Ice Storm Remediation Grant:** The State has made some money available to help offset (uninsured) tree-related damage from the December ice storm. The information came through Sanilac Emergency Management Director Todd Hillman who is responsible for collecting information from Sanilac County governments and forwarding a consolidated request to Lansing. The City's June 30th response letter to Mr. Hillman's June 26th memo included storm-related costs of almost \$10,000. Copies of the supporting documentation, which included personnel and equipment time sheets and receipts, are available for inspection.

- 8. City Hall:** The bricks and mortar at the base of City Hall's east wall are rapidly eroding away. The City has contacted a brick mason who can repair the wall and clock base for \$2,400. His proposal is available for review. Funds are available in the City Hall Reserve Account. How does the City Council wish to proceed?

Motion by CM Pat Jacobson, second by CM R. Jacobson, to hire the contacted brick mason to repair the City Hall's east wall and clock base for a fee of \$2,400 with the funds to complete this project coming from the City Hall Reserve Account. Motion carried.

- 9. Assessment Audit:** The State Tax Commission recently conducted an Audit of Minimum Assessing Requirements (AMAR) for the City. Some minor discrepancies were noted and a Corrective Action Plan was required by July 14th. The plan was forwarded to Lansing on June 24th. Copies of the Corrective Action Plan and Public Inspection of Records Policy are attached.

10. Blue Cross / Blue Shield: As discussed at previous meetings, the City's Health Care Policy does not meet the requirements of the Affordable Care Act (Obamacare) and will expire on November 30th. The City has been trying to work with our contractor with very limited results. If there is no objection from the City Council, the City should switch from National Employee Benefit Specialists to Marwil & Associates. Staff met with the representative from Marwil & Associates, which came highly recommended and represents several other communities in the area, on July 7th and was impressed with the presentation.

Motion by CM Walters, Second by CM Pat Jacobson, to authorize the switch from National Employee Benefit Specialists to Marwil & Associates for the City's Health Care Policy. Motion carried.

ATTORNEY'S REPORT:

1. Mitchell vs. Murray.

City Attorney Gregory Stremers had set up a meeting with Mr. Mitchell to be held before the City Council Meeting to see if he could help the Mitchell vs. Murray dispute. However, Mr. Mitchell cancelled the meeting so there was no report at this time.

TREASURER'S REPORT: None.

MAYOR'S REPORT:

1. MML Workers' Compensation Fund Trustee Ballot.

Motion by CM Walters, Second by CM Miller, to authorize Mayor Christine Lee to vote for the three (3) incumbent Trustees seeking re-election to the Board of Trustees. The three incumbents are: Christine Burns, Village Manager, Village of Spring Lake, Frank Campbell, Mayor, City of Hastings, and Elva Mills, Village President, Village of Lexington. Motion carried.

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 Pat Jacobson asked when the DPW is going to put gravel down along the shoulder of Cade Road. There is still a pretty good drop-off. Mayor Christine Lee replied that she would check with the DPW on this issue.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Pat Jacobson, to adjourn at 7:39 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk