

BROWN CITY COUNCIL PROCEEDINGS MARCH 9, 2015

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, Dan Loutzenhiser, Ross McIvor (7:12 p.m.), Alecia Parks, and Bill Walters; City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

ABSENT: Councilmember Julie Miller

GUEST: Brittany Bryant from the new restaurant, The Horseshoe Grill.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:

City Manager Clint Holmes stated that there would be one addition to the agenda under Petitions and Communications.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM Parks, to accept the Regular Meeting Minutes of February 23, 2015 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$20,373.90 (6734-6761), Payroll - \$13,531.68 (6839-6855 plus EFT), Water - \$48,604.72 (2478-2484), Arsenic Abatement - \$72.00 (1275), Equipment - \$1,946.35 (1469-1471). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. No questions or concerns from the Councilmembers. In addition to his written report Police Chief Ron Smith said a Citizen had requested a stop sign be put up on Walter Street at First Street to help prevent accidents near the Colonial Car Care business. Other streets connected to First Street were also discussed regarding stop signs. The Councilmembers will consider this issue and will address it at a later date.

PERSONAL APPEARANCES: None Scheduled.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None Scheduled.

PETITIONS & COMMUNICATIONS:

Brittany Bryant, representing the new restaurant, "The Horseshoe Grill" at 4000 Main Street wishes to erect a new sign at the restaurant which would be 10' tall.

Ms. Bryant was told that the restaurant sign had to be a minimum of 33' from the center of Main Street in front of the building and along the west property line. The sign is not to exceed 10' in height or no more than 10 square feet in area.

Motion by CM Parks, second by CM Walters, to grant a permit to The Horseshoe Grill at 4000 Main Street to erect a sign not to exceed 10' in height or no more than 10 square feet in area. This sign must also be a minimum of 33' from the center of Main Street in front of the building and along the west property line. Motion carried.

RESOLUTIONS: None Scheduled.

ORDINANCES: None Scheduled.

MANAGER'S REPORT:

1. **Utility Bills:** Attached are the utility rates for the fiscal year beginning April 1, 2015. After adjusting for the rate of inflation in 2014 (1.6%) and rounding up or down to the nearest whole dollar, utility rates either stayed the same or increased by \$1.00, with the exception of a 5-person household (which went up \$2.00). Residents will see these new rates beginning with the April utility bills.

Also, Brown City Schools raised a concern about the substantial increase in their utility bill over the last couple of months. An investigation by the City revealed no issues associated with either records or meter-reading procedures. Analysis of the school's dramatic increase in water usage continues.

2. **COMCAST Cable TV:** The City has neither received a response to the counter-offer letter sent to Comcast on February 12th for the lease agreement, nor received a copy of their proposed franchise agreement.
3. **GIS Project:** Sanilac County hosted a meeting for municipal and township representatives on February 4th to discuss the status of, and proposed plans for, the County's Geographic Information System (GIS) Project. As a result of a recommendation made during that meeting, the County has established the 14-member GIS Mapping and Steering Committee which will have its organizational meeting on March 13th in Sandusky. Drain Commissioner Greg Alexander will chair the committee. Committeemembers were drawn from the county, municipalities and townships, and each was provided with a brief GIS Overview.
4. **Mandated Hydraulic Analysis:** DEQ, under Rules 1601-1606, is requiring community water systems, such as ours, to complete a hydraulic analysis and 20-year capital improvement plan. It must include a representation of the distribution system showing pressure contours under peak demands; provide an inventory of water main by size and

material and age; and create service area maps including existing and future service area boundaries by January 1, 2016. This requirement was announced in January 2013. The City released a Request for Proposals for this study in February 2013 and received no bids. Now that engineering firms are presumably familiar with the requirements, recommend developing and releasing a new RFP. How does the City Council wish to proceed?

City Manager Clint Holmes will have a new Request for Proposals by the next Council Meeting for the Councilmembers to look over. At that time the Councilmembers will make a decision as to how they would like to proceed.

5. **2015/2016 City Budget:** The City's fiscal year ends on March 31st. The City Council scheduled a public hearing concerning the budget and tax millage rate for 7:10 PM on March 23rd, the last City Council meeting in March. The Tax & Finance Committee is scheduled to meet at 7:00 PM on Monday, March 16th to review the proposed 2014/2015 Budget Final Amendment and 2015/2016 Budget. Copies will be delivered to the Tax & Finance Committeemembers on Friday, March 13th. Do any other members of the City Council wish to attend this committee meeting?

Councilmember Alecia Parks would like to attend this committee meeting.

6. **Proposal 1:** The Michigan Municipal League consider and approve a Resolution in support of Proposal 1 prior to the May election. A proposed Resolution was provided by the MML to the City Council. How does the City Council wish to address this request?

The City Councilmembers do not wish to lend their support to Proposal 1 as was provided by the MML to the City Council at this time.

7. **LA Fonda's Mexican Kitchen:** LA Fonda's Mexican Kitchen of 4254 Main Street would like to know if the Councilmembers would have any objection to them applying for a liquor permit.

The Council does not wish to comment since according to the Michigan LCC, they don't have the final say in this matter. The LCC has the final decision.

ATTORNEY'S REPORT:

City Attorney Gregory Stremers said that he had received a notice of a lawsuit involving the Brown City School. The City of Brown City is not directly involved with it.

An issue was brought up as to houses that have been divided into apartments but only have one water shut-off. When one party doesn't pay their bill then the water gets shut off to all apartments. It is recommended that the Landlord put in separate shut-off valves.

TREASURER'S REPORT: None.

MAYOR'S REPORT:

1. Pipeline Safety Training – February 26th.

Mayor Christine Lee and City Manager Clint Holmes attended a Pipeline Safety Training class on February 26th. The mayor reported they had a good meal, nice gifts, and door prizes were handed out. Both stated that they had learned a great deal about pipeline safety.

COMMITTEE REPORTS:

1. Police (Miller) – None.
2. Water and Sewer (Loutzenhiser) – None.
3. Tax and Finance (Jacobson) – None.
4. Streets and Sidewalks (Walters) – None.
5. Building and Grounds (Parks) – None.
6. Personnel (Mclvor) – None.

GENERAL CONCERNS OF THE COUNCIL:

A question was asked by a Councilmember if we had any further correspondence with Maple Valley Estates regarding the letter sent to them about them hiring an engineering firm to look over the plans they presented.

City Manager Clint Holmes has heard nothing from Maple Valley Estates.

CM Parks stated that the house at 4211 Vine Street has been sold.

Nothing more has been heard from the business at 4223 Main Street which is being foreclosed.

A Councilmember asked what we are to do if a person or business does remodeling and has not applied for a permit to do so.

City Manager Clint Holmes replied that it is turned over to the County if we know about it. A permit is needed to do certain types of work to a building.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

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

Respectfully submitted,

Juanita Smith
City Clerk