

BROWN CITY COUNCIL PROCEEDINGS

JULY 13, 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 Mclvor, Julie Miller, Alecia Parks, and Bill Walters; City Clerk Juanita Smith, and City Manager Clint Holmes.

ABSENT: City Attorney Gregory Stremers.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA.

City Manager Clint Holmes reported that there would be two additional items under the Manager's Report.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM Mclvor, to accept the Regular Meeting Minutes of June 22, 2015 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$22,897.98 (6919-6961), Total Payroll - \$30,822.94—payroll paid on 06-25-2015 was \$16,888.98 (7003-7020 plus EFT), payroll paid on 07-09-2015 was \$13,933.96 (7021-7044 plus EFT), Major Street - \$680.00 (3860-3862), Local Street - \$500.00 (4232), Sanitary Sewer - \$8,334.57 (3474-3481), Water - \$20,185.67 (2521-2533), Arsenic Abatement - \$454.40 (1288-1291), Equipment - \$869.04 (1483-1486). Motion carried.

PUBLIC QUESTIONS & COMMENTS:

Four public questions and comments were brought to the attention of the Councilmembers by a concerned citizen.

1. The discarded tires at Brown City Tire and Auto at 6930 Maple Valley Road have not been disposed of after warnings have been given to the owner. Police Chief Ron Smith has been instructed to issue a ticket to the owner for the tire blight.
2. The drainage ditch that is on 2nd Street and runs to 1st Street—This ditch is beginning to accumulate all kinds of overgrowth and junk. City Manager Clint Holmes will refer this matter to the DPW to check into. Also the woods next to this ditch and just past the Fire Hall is also becoming a place to dump unwanted items. The weeds are approximately 4' high in this wooded area and needs to be cleaned up.

3. There is a fire hydrant immediately behind the fire department building that has not been working for close to a year. City Manager Clint Holmes will check into this fire hydrant issue.
4. The citizen also questioned the need for the new stop signs installed on the corner of Walter Street at First Street on July 8th by the DPW. He contends that if the owners of Colonial Car Care at 6964 Walter Street did not park cars on the sidewalk and driveway of their establishment that there would be no need for the stop signs as people would then have a clear view of what was coming on the street. Police Chief Ron Smith will speak with the owners of Colonial Car Care and issue a warning about blocking the street view.

POLICE REPORT: Report reviewed. No questions or concerns.

PERSONAL APPEARANCES: None Scheduled.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER'S REPORT:

1. **School Utility Issues:** The technician from SLC Meter conducted a full inspection and test of the School's master water meter in the presence of City and School staff on July 2nd. As with the same test done in 2013 by another company, the master water meter "was within tolerances" with an average operating accuracy of 100%. An invoice for the amount accumulated from February through June on the School's utility bill - \$13,338.88 - was forwarded to Brown City Community Schools for payment. School staff will investigate the possibility of one or more failing mechanical valves on the school grounds as well as other possible reasons for water loss.

The City has received a check from the school for \$13,338.88 to cover the full amount of the water bill.

2. **Comcast Cable TV Lease:** The new agreement signed and forwarded to Comcast following the last City Council meeting was not accepted since "corporate policy is to sign an agreement first". COMCAST provided four new copies of the contract which were signed by the Mayor and City Clerk and two were returned to Comcast. Contact with Comcast revealed that they should have the payments for January through July paid to the City by the middle of next month.

3. New DPW Vehicles: The City talked with Sanilac County about a bond issue and learned that the County can only back bonds for sewer and water. The request for proposals that was provided for your review at the last City Council meeting for an Installment Purchase Contract has been sent to eight local banks. Bids are due July 24th and will be presented to the City Council for action at the July 27th meeting.

4. MML Workers' Compensation Fund: The City received its annual inspection by the Loss Control Consultant from the MML Workers' Compensation Fund. No issues were noted. The City is paying the lowest possible rate as a result of these favorable inspections and the lack of claims.

Also, the City received an Official Ballot to vote for six Trustees. Does the City Council wish to vote for these or other candidates?

Motion by CM Walters, second by CM Loutzenhiser, to vote for the six Trustees that are listed on the Official Ballot. Motion carried.

5. East Michigan Council of Governments (EMCOG): The EMCOG Full Council and Regional Economic Development (RED) Team will meet in Tawas City on July 10th. The City is a dues-paying member of this organization and I have been invited to attend to represent the interests of the City.

City Manager Clint Holmes attended the EMCOG and RED meeting in Tawas City to represent the interests of the City.

6. Well #4 Bypass: Coordination with MDEQ Drinking Water Department revealed that a permit was required prior to installing the planned water bypass on Well #4. The forms were completed and forwarded to MDEQ for approval. MDEQ responded with a requirement to use ductile iron piping and to submit a more detailed engineered drawing. The contractor is working to resolve both of these issues. Once the permit is complete and approved by MDEQ, the work can be scheduled.

7. Engineering for Maple Valley Road: The City was able to have the Rural Task Force add Maple Valley Road from the railroad tracks south to the City Limits to the Sanilac County list of road repairs. Form 1799 and the associated estimate were completed by R.S. Scott Associates, Inc., and the City forwarded the documents to the Sanilac County Rural Task Force. Cost of the project is projected to be \$83,091.2 of which the City's share is \$20,772.80. This will save the City about \$62,318.40.

8. Stop Signs: New "stop" and "stop ahead" signs were installed on Walter Street at First Street by the DPW on July 8th.

9. Traffic Counter: The City received notice from the State of Michigan that we needed to have a traffic count adjacent to the railroad tracks within the City. After unsuccessfully trying to borrow a traffic counter it was decided it would be in the City's interest to buy one. We can get one that will serve our purpose for \$388.

10. FOIA-PETA: The City received a Formal Freedom of Information Act (FOIA) request from the People for the Ethical Treatment of Animals (PETA) concerning Summer Wind

Farms Sanctuary. Only two documents were found and both were emailed to PETA along with the required copy of the City's FOIA Policy. A return email from PETA indicated the request was closed.

ATTORNEY'S REPORT: None. City Attorney Gregory Stremers was absent.

CLERK'S REPORT: None.

MAYOR'S REPORT: None.

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:

Concerns of the council include:

1. The adjacent empty lot just north of the VFW Hall is overgrown with weeds and grass.
2. Did the homeowners from the house on Vine and Welles get a building permit for the work they are doing on the house?
City Manager Clint Holmes said that Sanilac County had given them a formal notice and that a hearing will be scheduled or they are to come in for a permit.
3. A garage sale has been ongoing for about a month at a home on Welles Street. This now is considered a blight situation and Police Chief Ron Smith will issue a ticket for such.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Jacobson, to adjourn at 7: 23 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk