

# BROWN CITY COUNCIL PROCEEDINGS

## NOVEMBER 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, Julie Miller, Alecia Parks, and Bill Walters; City Clerk Juanita Smith, and City Manager Clint Holmes.

**ABSENT:** City Attorney Gregory Stremers.

**GUESTS:** Jennifer Rose, James Morearty, and Lee Cronce. James and Lee are members of Boy Scout Troop #327. The boys are working on a Boy Scout Citizenship in the Community Merit Badge. Mayor Christine Lee welcomed the guests to the Council Meeting.

**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 October 26, 2015 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$20,940.34 (7122-7158), Payroll - \$13,700.71 (7168-7183 plus EFT), Major Street - \$45.00 (3877), Sanitary Sewer - \$1,047.31 (3517-3519), Water - \$4,610.42 (2580-2587), Arsenic Abatement - \$6,750.00 (1305), Storm Sewer - \$720.00 (1188), and Equipment - \$1,128.59 (1492-1494). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:** None.

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

**PERSONAL APPEARANCES:** None Scheduled.

**UNFINISHED BUSINESS:** None.

**PUBLIC HEARING:** None Scheduled.

**RESOLUTIONS:**

1. **Resolution 15-08 – Mid-Year Budget Amendment:** Resolution 15-08: A Resolution of the City of Brown City to Amend the City's 2015-2016 Budget to Better Reflect Revenues and Expenditures.

**The City Manager reviewed the 2015-2016 Budget Amendment.**

**Motion by CM Jacobson, second by CM Miller, to adopt Resolution 15-08: A Resolution of the City of Brown City to Amend the City's 2015-2016 Budget to Better Reflect Revenues and Expenditures.**

**ROLL CALL VOTE: CM Parks – yes, CM Loutzenhiser – yes, CM McIvor – yes, CM Miller – yes, CM Walters – yes, CM Jacobson – yes. 6 Yes Votes, 0 No Votes, 0 Absent, 0 Abstaining. Motion carried.**

**ORDINANCES:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

**MANAGER'S REPORT:**

- 1. City Police Vehicle:** The new police vehicle was almost ready for delivery to the City. The contractor is waiting on delivery of the overhead light bar. Once received, the vehicle should be all ready.
- 2. DPW Leaf Pick-Up:** The DPW continues to vacuum fall leaves. There is no set schedule for leaf pick-up, it will be accomplished on an as needed basis, but a minimum of a couple of times a week. Brush and bagged leaves will be picked-up around the 16<sup>th</sup> and 30<sup>th</sup> of the month. Last pick-up of leaves and brush is scheduled for November 30<sup>th</sup>, weather permitting.
- 3. Street Parking:** Residents are reminded that there is no on-street parking within the City Limits between November 1<sup>st</sup> and April 1<sup>st</sup>. Violators may receive a Civil Infraction ticket and could be towed. This Ordinance will be especially enforced immediately prior to and during snow events.
- 4. Halloween Safety Patrol:** Brown City Police Officers reported no incidents on Halloween weekend.
- 5. Rural Task Force:** The Sanilac County RTF met in Sandusky at 10:30 AM on Thursday, November 5<sup>th</sup>. The focus of the meeting was to designate a priority list for projects to be funded with federal and state monies on the county level in Task Force 7-A. Several streets and roads in Sanilac County can no longer be repaired under this program due to recent rule and definition changes at MDOT. Maple Valley Road is the only street in Brown City that is repairable under this program. It is scheduled for repair, from the railroad tracks south to the City Limits, in 2017.
- 6. Proposed Cell Tower Construction:** G2 Consulting Group is asking for written comments concerning the proposed construction of a 195-foot monopole tower and associated compound located east of Dean Road and south of Willis Road. They are specifically asking if “the proposed construction would adversely affect historic properties.” The address for G2 Consulting Group is available at City Hall.
- 7. CVTRS Submission:** The state has changed the Economic Vitality Incentive Program (EVIP) into the City, Village, and Township Revenue Sharing (CVTRS) program. There

is still a requirement to submit the same four reports as previously (Citizen's Guide, Performance Dashboard, Debt Service Report and Projected Budget Report), prior to December 1<sup>st</sup>. Copies of the draft reports were provided in your packets. If approved by the City Council, they will be posted on the City's website and forwarded to Department of Treasury (along with the Certification of Accountability and Transparency (Form 4886)) to insure our revenue sharing payments are not delayed or cancelled.

**Motion by CM Walters, second by CM Loutzenhiser, to approve the four required reports of the CVTRS—Citizen's Guide, Performance Dashboard, Debt Service Report, and Projected Budget Report—as presented to the City Council. These reports are to be posted on the City's website and forwarded to the Department of Treasury along with the Certification of Accountability and Transparency (Form 4886) to insure our revenue sharing payments are not delayed or cancelled. Motion carried.**

8. **Veterans Day:** City Hall will be closed on Wednesday, November 11<sup>th</sup> in observance of Veterans Day. The VFW will hold a short ceremony at the memorial on Main Street at 11 AM that day.

**ATTORNEY'S REPORT:** Attorney Gregory Stremers was absent. No report given.

**CLERK'S REPORT:** The Election was held on November 3, 2015. Of the four eligible voters from Lapeer County, none voted. Results were taken to the Lapeer County Clerk that evening.

**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 (McIvor) – None.

**GENERAL CONCERNS OF THE COUNCIL:**

CM Miller asked City Manager Clint Holmes if Astec had said anything about Cade Road. City Manager Clint Holmes replied that he had not spoken personally with a representative from Astec about the Cade Road project. City Manager Clint Holmes left a phone message to Astec which has not been returned.

CM Jacobson reported that the sidewalk in front of Bill Pepper's front yard is not finished to satisfaction. It needs more work done.

**PUBLIC QUESTIONS & COMMENTS:** None.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM Jacobson, to adjourn at 7:27 p.m. Motion carried.

Respectfully submitted,

Juanita Smith  
City Clerk