

BROWN CITY COUNCIL PROCEEDINGS JANUARY 11, 2016

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, City Manager Clint Holmes, and City Attorney Gregory Stremers.

ABSENT: None.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA.

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

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM McIvor, to accept the Regular Meeting Minutes of December 28, 2015 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$14,988.25 (7209-7236), Payroll - \$13,227.29 (7263-7278 plus EFT), Major Street - \$77.66 (3880), Local Street - \$77.66 (4239), Sanitary Sewer - \$627.49 (3528-3529), Water - \$215.38 (2602-2604), Arsenic Abatement - \$68.00 (1311), Equipment - 155.84 (1498). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. CM Parks asked why the Offense Count Report showed the number of offenses were down so much as the report showed the count in 2012 was 926 reports and in 2015 it was only 510. Police Chief Ron Smith stated that as the economy picked up the number of police calls decreased. Police Chief Smith also thanked the Council for the new police car. He said that he has received many complements on it.

PERSONAL APPEARANCES: None Scheduled.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS:

- 1. Resolution 16-01:** A Resolution Allowing the Board of Review To Act Upon Written Requests From Taxpayers.

Motion by CM Walters, second by CM Loutzenhiser, to adopt Resolution 16-01: A Resolution Allowing the Board of Review to Act Upon Written Requests From Taxpayers. ROLL CALL VOTE: CM Mclvor – yes, CM Miller – yes, CM Walters – yes, CM Jacobson – yes, CM Parks – yes, CM Loutzenhiser – yes. 6 Yes votes, 0 No votes, 0 Absent, 0 Abstaining. Motion carried.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER'S REPORT

- 1. Document Scanning:** City staff reviewed and boxed up two boxes of sample documents identified for scanning. The RICOH representative picked them up on January 5th for transport to their facility in Ohio. Details concerning this test run have not yet been received by the City. Plan is to box the remaining documents for pick up by the end of the month. The “Scope of Work document” will be created once the test run has been completed and assessed and the full scope of documents to be scanned has been determined.
- 2. New Backhoe:** The City DPW received their new backhoe on January 7th. The cost is \$89,900. Tri-County Bank is creating the necessary loan documents for the City and they should be ready for signature by the Mayor and City Clerk at the January 11th meeting. Loan funds will be advanced for payment of the backhoe and the final payment will be available when the new dump truck arrives (promised in April). The City Council decided previously to sell the old backhoe when this new one arrived. How does the City Council wish to proceed with this sale?

The City Council suggested several ways to proceed with the sale of the backhoe. Among the ways suggested were: to advertise in the local newspapers, list on the Surplus Equipment site, and the Michigan Truck Trader. The Council is looking for a starting bid of \$14,000 for the backhoe.

In other business associated with the new backhoe was the loan document from Tri County Bank. City Attorney Gregory Stremers reviewed the document and recommended adding language specifically stating the state statute allowing the loan to the City and clarifying paragraph 9 before it is signed.

- 3. Well #3 Issue:** On New Year's Day, Well #3 shut itself down due to a fluctuating electric power supply. Well #4 took over all water production duties with no decrease or interruption of the water supply to City residents. Analysis revealed that the electricity being supplied by DTE was the issue. Continuous electric power was returned by early on January 4th by DTE. Well #3's electrical systems were not apparently damaged as a result of these electrical supply issues.
- 4. MLGMA Winter Conference:** The Michigan Local Government Management Association Winter Conference is in Port Huron from February 2nd through February 5th. Since it is nearby, I plan to attend and will be commuting to the meetings and training sessions on February 3rd and 4th. Training topics include “Marketing Your Community”, branding and public management.

5. **Proposed Cell Tower Construction:** The FCC notified the City that a permit has been requested concerning the proposed construction of a 199-foot monopole tower and associated 59' by 64' enclosed compound located east of Dean Road and south of Willis Road. More details are available at City Hall.
6. **M-53 Corridor Committee:** The Committee will hold their annual meeting at Goodland Township Hall at 10:30 AM on January 11th. MDOT representatives will detail planned construction for 2016 and beyond.

City Manager Clint Holmes attended the meeting on January 11th. He found out at this meeting that there is no M53 roadwork planned for 2016.

The Stoplight at Burnside Corner was also discussed. MDOT stated that at this time there is no money obligated to fund the new Stoplight. The cost for a new Stoplight comes from the federal government and is unlikely to be made available until after the start of FY2017 on October 1st. Cost for the light plus installation, engineering and modification of the intersection is estimated at \$300,000.

7. **Evergreen Cemetery Board:** The next meeting of the Cemetery Board is scheduled for January 19th at 9:00 AM in the Brown City Library. The Board is required to have five members but currently has only three. Any area resident interested in being a member of this important organization should contact City Hall or attends this public meeting.
8. **Martin Luther King Day:** City Hall, DPW and the Police Department will be open on January 18th.
9. **Sanilac Tourism Association:** The City Council approved the City's membership renewal and an advertisement in the 2016 Sanilac Visitor's Guide. An updated copy of the ad is available for your review.
The City Council reviewed the final draft of the ad and recommended it be submitted for publication.
10. **DPW Union Contract:** The International Union of Operating Engineers Local 324 notified the City that a new Agreement must be negotiated and approved. They specifically want to address wages. A meeting of the Personal Committee will need to be called to discuss proposed updates to the Agreement.

ATTORNEY'S REPORT:

City Attorney Gregory Stremers spoke about the new law that was passed that prohibits discussing ballot questions within 60 days of an election. One may be fined if they discuss the issues to be on a ballot.

City Attorney Stremers said that he is working on a uniform ordinance regarding signs.

TREASURER'S REPORT:

1. **Tax Service Agreement:** Sanilac County provided the City with the 2016 Agreement for Data Base Management and Printing Services. Each of the 15 categories, consolidated from 18 on last year's agreement, increased by up to 5¢ - an increase of over 10% in some categories. Recommend the City Council authorize the Mayor to sign on behalf of the City of Brown City.

Motion by CM Miller, second by CM Jacobson, to authorize the Mayor on behalf of the City to sign the Sanilac County 2016 Agreement for Data Base Management and Printing Services. We understand that each of the 15 categories, consolidated from 18 on last year's agreement, increased by up to 5¢ – an increase of over 10% in some categories.

CLERK'S REPORT:

City Clerk Juanita Smith reported that the new e-pollbook to be used for elections is here and training on it is to take place on January 14th at Worth Township Hall in Lexington.

MAYOR'S REPORT: Nothing.

COMMITTEE REPORTS:

1. Police (Miller) – None.
2. Water and Sewer (Loutzenhiser) – None.
3. Tax and Finance (Jacobson) – None.
4. Streets and Sidewalks (Walters) –

CM Walters said that a meeting of the Streets and Sidewalks would have to be called before the work on Lincoln Street is to begin in the spring. He questioned whether the meeting should be before the Budget is done or after.

No date was set at this time.

5. Building and Grounds (Parks) – None.
6. Personnel (Mclvor) – None.

GENERAL CONCERNS OF THE COUNCIL:

CM Jacobson questioned why a manhole was covered over when cold patch was applied to an area on Wells Street. City Manager Clint Holmes was not aware of this and will check into it.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Mclvor, to adjourn at 7:40 p.m. Motion carried.

Respectfully submitted,

Juanita Smith,
City Clerk