

BROWN CITY COUNCIL PROCEEDINGS

June 27, 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, Ross McIvor, Julie Miller, Alecia Parks, and William Walters; City Manager Clint Holmes and City Clerk Juanita Smith.

ABSENT: Councilmember Dan Loutzenhiser and City Attorney Gregory Stremers.

GUESTS: Brenda Amador, Travis Amador, Alexandra Hanson, Jessica Hanson, Eric Burgess, Wanda Kaufman, Brady Kaufman, Dayna Martus, and John Bell.

Proclamations: Mayor Christine Lee opened the Council Meeting with a presentation of Proclamations to well deserving students of Brown City Schools.

A signed and framed Proclamation was presented to Travis Amador, Valedictorian of the Class of 2016. Mayor Lee read aloud the Proclamation while presenting it to Travis. Pictures were taken of him accepting the Proclamation from Mayor Lee.

Proclamations were also presented to Alexandra Hanson and Brady Kaufman for their outstanding athletic achievements. Pictures were taken of each recipient accepting their proclamation from Mayor Lee.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:

City Manager Clint Holmes announced that there would be two additions under the Manager's Report and one addition under the Mayor's report.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM McIvor, to accept the Regular Meeting Minutes of June 13, 2016 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Walters, to pay the bills in the following funds: General - \$9,580.20 (7477-7491), Payroll - \$16,719.84 (7478-7495 plus EFT), Major Street - \$1,103.87 (3893-3894), Sanitary Sewer - \$1,344.26 (3563-3565), Water - \$2,430.72 (2662-2667), Arsenic Abatement - \$83.55 (1327-1328), Storm Sewer - \$1,537.83 (1203-1205), Equipment - \$85.70 (1522). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: Report reviewed. Mayor Christine Lee asked about the line markings on Lincoln and Maple Streets. City Manager Clint Holmes replied that the DPW was going to put in a catch basin so they could insert a video camera to try and find where the problem was with the storm water drainage in that area.

UNFINISHED BUSINESS: None.

PERSONAL APPEARANCES: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

PUBLIC HEARING: None Scheduled.

MANAGER'S REPORT:

1. **City Assessor:** The City contacted the three individuals interested in the Assessor position to set up interviews. One individual withdrew due to having just started a new position as township assessor. The other two individuals were interviewed by the Mayor and City Manager on June 24th. A recommendation will be presented to the City Council at the June 27th meeting.

See the Mayor's report for a recommendation to the City Council.

2. **MDOT:** The Michigan Department of Transportation had scheduled an M-53 Corridor Commission meeting for June 27th, which was subsequently cancelled and a Transportation Service Center (TSC) meeting scheduled in its place. Invited are elected and appointed officials from city, village, townships and law enforcement within Huron, Sanilac, St. Clair, and Tuscola Counties. The meeting will start at 10AM at the Goodland Township Hall.

City Manager Clint Holmes attended this meeting and reported to the City Council that here were no issues of immediate concern to the City.

3. **M-53 Repairs:** A section of storm sewer near the railroad bridge in Imlay City is being repaired beginning on Monday June 27th. As a result, only one lane of traffic will be open at a time. Expect traffic delays or use an alternate route. The work is expected to be completed by June 30th.
4. **VFW Nike Missile:** Due to lack of membership, the Brown City VFW is selling their building at 7108 Maple Valley Road. The Nike missile in front of the building is the property of the US Army, and must be returned or put on display at another VFW or veterans site. The question has been asked if the missile could be moved to the Brown City Veterans Memorial on Main Street. The VFW may use the proceeds from the sale of the building to move and install the missile there. However, the Veterans Memorial is

jointly owned by the City and the VFW. If allowed by the US Army, would the City Council have any objection to placing the missile at the Memorial?

The City Council has no objection to placing the missile at the Memorial site.

- 5. DPW Licenses:** Brown City DPW employee Michael Vislosky has earned his S3 and D3 drinking water operator's licenses for the State of Michigan. Employees are given a 50¢ per hour pay raise for each required license (per both City policy and Union Contract). However, this is the first time a part time employee has taken and passed these exams.

The City Council recommended giving the raise to Michael Vislosky for his accomplishment in earning his S3 and D3 drinking water operator's licenses for the State of Michigan.

- 6. Fire Hydrant Replacement:** The fire hydrant on the northeast corner of Main Street and Cade Road was replaced on Tuesday, June 14th. Water tests were completed successfully, and the DPW hand-delivered notices ending the boil water notice. The ground at the base of the fire hydrant needs to settle a bit more then final landscaping can be completed. There were no significant issues encountered during the project.
- 7. Sanilac County Jail Crew:** On June 13th, the jail crew cleaned up the Park following the events there associated with the Brown City Soybean Festival. They were then supposed to weed-whack tall grass in the ditch along Buby and Kohler Streets, and other ditches in the City such as along Soybean Drive. They had to reschedule the ditch work for June 22nd. They have now rescheduled again to "after the Fourth of July."
- 8. Brown City Soybean Festival:** The Festival Commission will meet Tuesday, June 28th at 7:00 PM in the City Library to discuss possible improvements to the summer festival, and set a meeting and fundraising schedule for the 2017 Summer Festival.
- 9. Xfinity:** Notices were received by 59 Comcast Cable customers in Brown City stating that their cable service would be discontinued if they did not get a new digital box. Research by City Hall revealed that the notice was sent in error and that Xfinity and digital cable from Comcast is still not available in Sanilac County (except for Lexington). Customers who received this letter dated June 9th should ignore it.
- 10. Human Trafficking Notification:** Human Trafficking is a high priority with the Legislature. An 8" x 11" notice must be posted in high traffic areas such as airports, railroad stations, etc. with contact numbers to access help and services. A copy of the notification in English and Spanish was provided to the City Council and will be posted at City Hall.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: Summer tax notices were picked up today and will be sent out shortly.

CLERK'S REPORT:

The Election Commission meeting was held on July 23, 2016, at which time the following inspectors were appointed for the August 2, 2016, Primary Election: Sydney Moots, Tiffanie Bissett, Sarah Steigerwald, Imogene Sealey, Bud Render, Jaci Frey, Nikki Sanchez, Ruth Render, Lee Ann Kohler, and Juanita Smith, Chairman. Alternate Inspectors appointed if needed are: Kate Loutzenhiser, Leilani Mitten, Myrt Kohn, and Stella Pepper. Ruth Render and Nikki Sanchez will serve on the Receiving Board. Does the Council wish to make a motion to accept these appointees to work at the August 2, 2016 Primary Election?

Motion by CM Miller, second by CM Mclvor, to accept the following Inspectors to work at the August 2, 2016, Primary Election. Sydney Moots, Tiffanie Bissett, Sarah Steigerwald, Imogene Sealey, Bud Render, Jaci Frey, Nikki Sanchez, Ruth Render, Lee Ann Kohler, and Juanita Smith as Chairman. Alternate workers if needed: Kate Loutzenhiser, Leilani Mitten, Myrt Kohn, and Stella Pepper. The Receiving Board will be served by Ruth Render and Nikki Sanchez. Motion carried.

The library will need to be closed for the Primary Election on August 2, 2016. Does the Council wish to make a Motion to close the library now or wait until a later date?

Motion by CM Miller, second by CM Walters, to close the Library on Tuesday, August 2, 2016, for the Primary Election. Motion carried.

MAYOR'S REPORT:

1. City Assessor Appointment.

Mayor Christine Lee and City Manager Clint Holmes interviewed two candidates for the City Assessor position. David McArthur of Snover was the preferred candidate. Motion made by CM Walters, second by CM Jacobson, to offer David McArthur the job with a three year contract. Motion carried.

Motion made by CM Walters, second by CM Jacobson, to authorize Mayor Christine Lee and City Clerk Juanita Smith to sign the contract with David McArthur. Motion carried.

2. Cemetery Board Member:

Mayor Christine Lee brought to the Council the name of Karen Burgess to be appointed to the Cemetery Board.

Motion by CM Miller, second by CM Mclvor, to appoint Karen Burgess to the Cemetery Board for a term ending December 31, 2020. Motion carried.

COMMITTEE REPORTS:

1. Police (Miller) – None.
2. Water and Sewer (Loutzenhiser) – None. (absent)
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:

CM Walters asked what the priority level was of the storm sewer project at the Zimmerman property. He noted that it is in pretty bad shape. (Mr. and Mrs. Zimmerman attended the Council Meeting two weeks ago to ask for help with the storm sewer). City Manager Holmes will address this with the DPW Supervisor.

CM Walters also reported that he had been approached by a Brown City resident who had questioned him about when the shrubs were going to be trimmed in the alley on Main Street. This too will be addressed soon.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by Mclvor, to adjourn at 7:31 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk