

BROWN CITY COUNCIL PROCEEDINGS
August 8, 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: Dan Loutzenhiser, Julie Miller, Alecia Parks, and William Walters; City Manager Clint Holmes, City Clerk Juanita Smith, and City Attorney Gregory Stremers.

ABSENT: Councilmember Ross McIvor.

GUEST: Steven Kovac, representing the Brown City Banner.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM Loutzenhiser, to accept the Regular Meeting Minutes of July 25, 2016 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$19,011.39 (7533-7584), Payroll - \$12,286.41 (7533-7547 plus EFT), Major Street - \$90.00 (3898), Sanitary Sewer - \$1,248.78 (3575-3578), Water - \$980.68 (2680-2688), Arsenic Abatement - \$90.00 (1333), Storm Sewer - \$1,787.03 (1209-1212), Equipment - \$276.14 (1528-1529). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. CM Jacobson asked a question of Chief Ron Smith regarding loose dogs. She told of an incident where a lady was walking her dog when a large pit bull attacked the smaller dog. CM Jacobson's husband broke the two dogs apart. Police Chief Ron Smith said that he believed that dog's owner had already been cited for that incident under the county dog ordinance but he would appreciate being notified if it happened again.

UNFINISHED BUSINESS: None.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **7167 Lincoln Street – dog fence:** Construct 4' chain link fence from the front plane of the house to enclose entire back yard.

Motion by CM Miller, second by CM Parks, to grant a permit to the owners of the property at 7167 Lincoln Street to install a 4' chain link fence (dog fence) from the front plane of the house to enclose the entire back yard. No Sanilac County building permit required. Motion carried.

2. **4239 Maple Street – 21' swimming pool and deck:** Install 21' diameter above ground swimming pool with deck and self-closing and self-locking gate. Copy of City Swimming Pool Ordinance was provided to the applicant

Motion by CM Walters, second by CM Parks, to grant a permit to the owners of the property at 4239 Maple Street to install a 21' diameter above ground swimming pool with deck and a self-closing and self-locking gate. Motion carried. Permit may be picked up at the City Hall after 10:00 a.m. on Tuesday, August 9, 2016. The owners must then go to the Sandusky Court House to purchase the building permit for the deck.

3. **4279 Grant Street – backyard fence:** Install wood lattice fence from rear corners of house along property line.

Motion by CM Parks, second by CM Miller, to grant a building permit to the owners of 4279 Grant Street to install a wood lattice backyard fence from the rear corners of their house along their property line. Motion carried.

MANAGER'S REPORT:

1. **Lincoln Street Drainage Issues:** The DPW repaired catch basins and replaced pipes at the south end of Lincoln Street. Additional sections of the drainage system were mapped via video camera, but the condition and design limited that effort. The DPW plans to install a couple of additional catch basins which should allow for the complete video inspection of the Lincoln Street drainage system. Once complete, the system can be improved to maximize flow and drainage of storm water. Additionally, it was determined that the last house on the east side of Lincoln Street has its sanitary sewer line tied to the neighbor rather than directly to the City's system. The DPW also plans to correct this deficiency in the near future. Once complete, the street cuttings should have sufficient time to fully settle before the repaving program begins in the spring.
2. **Limited English Proficiency Executive Order:** The City was required to acknowledge notice in writing of Executive Order 13166 "Improving Access to service for Persons with Limited English Proficiency [LEP]" by the USDA Rural Development Office. The Executive Order was signed by El Presidente de los Estados Unidos, and requires developing and implementing a system to provide such services to enable persons with LEP [to] have meaningful access to RD funded programs. The City already has a policy in place since it was required by MDOT some years ago under the same Executive Order.

3. **Comcast Billing Changes:** The City was notified by letter that Comcast is changing its billing procedures and individuals affected will receive individual letters. Apparently, the change will have the most impact on those households that pay by automatic withdrawals from their bank accounts.
4. **Check Valves at Brown City High School:** The check valves in front of the Brown City School were installed. They were installed on the North side instead of the South side as was originally planned.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

CLERK'S REPORT: There were 216 people who voted on Tuesday, August 2, 2016 in the Primary Election. The City had 827 eligible voters. Only one problem occurred when we had a gentleman out in front of the building handing out campaign literature. He left when I told him he was not allowed to be within 100' of the entrance to the building.

MAYOR'S REPORT: Mayor Christine Lee reported that she is not planning on taking out a petition for a City position in the coming election on November 8, 2016. She will take the next two years off and then perhaps run for election in 2018.

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:

CM Walters had been approached by citizens and asked how long one could run a power generator in your home. City Manager Clint Holmes replied that the City has no ordinance about running a power generator for any certain length of time but the Noise Ordinance may come into play here. Police Chief Ron Smith will check into this situation.

Mayor Christine Lee said that she had received a phone call regarding the Lift Station not working properly. She promptly called DPW Foreman Phil Bartle to advise him of the problem to which he replied that he had already taken care of the problem and was back home. The City has a call list whereby Mayor Christine Lee is the last one called. This just goes to show our City call list is working fine.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Jacobson, to adjourn at 7:16 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk