

BROWN CITY COUNCIL PROCEEDINGS

October 10, 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.

GUESTS: Gene Navock, Candidate for Mayor in November 8, 2016 election, 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 McIvor, to accept the Regular Meeting Minutes of September 26, 2016 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$15,552.99 (7642-7678), Payroll - \$14,587.42 (7595-7612 plus EFT), Major Street - \$90.00 (3903), Local Street - \$550.00 (4249), Sanitary Sewer - \$23,869.00 (3594-3595), Water - \$794.50 (2703-2707), Arsenic Abatement - \$40,821.61 (1336-1337), Storm Sewer - \$1,462.94 (1220-1223), Equipment - \$490.15 (1533-1535). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. No questions or concerns. Police Chief Ron Smith updated the report with three additional items: 1) A windshield wiper motor had to be replaced in the old police car at a cost of about \$250; 2) The grant for new vests for the police officers has been approved, the Chief will provide additional details as they become available; 3) While checking out a house for a B & E, the Sanilac County Deputies investigating the home came out of the house covered with fleas.

UNFINISHED BUSINESS: None.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS:

Resolution 16-07: A Resolution Formally Causing To Be Levied A Special Tax Or Assessment To Recover Monies Owed The City Of Brown City.

Motion by CM Walters, second by CM McIvor, to adopt Resolution 16-07: A Resolution formally causing to be levied a special tax or assessment to recover monies owed the City of Brown City. ROLL CALL VOTE: CM Loutzenhiser – yes, CM McIvor – yes, CM Miller – yes, CM Walters – yes, CM Jacobson – yes, CM Parks – yes. 6 Yes Votes, 0 No Votes, 0 Absent, 0 Abstaining. Motion carried.

PETITIONS & COMMUNICATIONS:

1. **8935 Burnside Road – Brown City Missionary Church:** Request Permit to construct a 36' X 40' pole barn for vehicle and equipment storage – Planning Commission recommends approval - (see attached drawing).

Motion by CM Parks, second by CM Miller, to accept the Planning Commission's recommendation to approve a permit to construct a 36' x 40' pole barn for vehicle and equipment storage to the Brown City Missionary Church at 8935 Burnside Road. Motion carried. The permit may be picked up at the City Hall on Tuesday, October 11, 2016 after 10:00 a.m. by representatives of the Brown City Missionary Church. The Church Representatives must then go to the Sandusky Court House to purchase the required permits.

MANAGER'S REPORT:

1. **Lincoln Street Drainage:** The surveyor completed laying out the easement on September 29th. The pipe has been ordered and is now on-site. The DPW Foreman and City Manager determined the optimum route for the new storm water drain system. Letters were sent to those on whose property the new pipe will be installed. Project should be substantially complete by the end of the month.

Mayor Christine Lee suggested that perhaps another time letters should be sent out stating when surveyors would be on their property so as not to cause alarm when strangers were wandering about.

2. **Blue Cross/Blue Shield:** The City received a rebate of \$428.23 (which is about 10% of a monthly premium) in order for Blue Cross/Blue Shield to meet a provision of the Affordable Care Act (Obamacare). However, the rate increase of 7.7% or about \$344 a month for 2017 is still expected.
3. **Trees:** Two residents in different sections of the City contacted City Hall with concerns about trees in the City's right-of-way they believed were a potential danger to individuals using the sidewalk. The trees were inspected and then trimmed.
4. **Office Worker:** The City advertised for two weeks in the local newspaper for a part-time office employee to work Mondays and Tuesdays with no applications received. The City contacted Michigan Works who will extensively advertise the position, conduct

an initial screen of applicants, and forward names of individuals they recommend for interviews by the end of October.

5. **August Primary Election:** This election cost the City approximately \$3,684.96 for employees, supplies and equipment. The City received a reimbursement check for \$3,164.68 from the State of Michigan.
6. **Fiber Optic Cable Repairs:** The City DPW repaired a sewer lead on Main Street last May damaged during the installation of the fiber optic cable. An invoice for \$4,367.34 was sent to Air Advantage on August 29th, once all of the expenses were determined. Air Advantage said they would forward the invoice on to the cable installer. Since the City had no response, the notice was again sent to Air Advantage which replied on October 3rd that the issue was being handled by the contractor's (J Ranck) attorney. Expect payment soon.

Motion by CM Miller, second by CM McIvor, to authorize Mayor Christine Lee to sign the documents involved in this transaction. Motion carried.

7. **Fire Hydrant Flushing:** A reminder that the DPW will conduct hydrant flushing October 10-14. A notice was placed on the City's website and published in *The Banner* on October 3rd and 10th. Residents are reminded to avoid washing white and light-colored clothes while hydrants are being flushed.
8. **Water Tower Inspection:** The City's contract with Utility Service Group requires they conduct an annual inspection of the City's water tower. The 200,000 gallon pedisphere was inspected on June 15th and the formal report was received in September. No deficiencies were noted and the structure is in "good condition."
The City was also notified that since we are beginning year six of the contract, and the cost for the last repainting of the water tower has been paid, the annual fee will be reduced from about \$47,500 per year to \$16,934.²⁸

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

CLERK'S REPORT:

We received our Official Ballots on Thursday afternoon, October 6, 2016. The Absentee Ballots were all sent out by Saturday morning, October 8, 2016.

We have not received our Test Ballots for either Sanilac County or Lapeer County but we have set the Public Accuracy Test for Monday, October 31, 2016, at 2:00 p.m. in the Brown City Library. You are all welcome to attend.

The Election Commissioners met on Tuesday, October 4, 2016 and appointed the following election inspectors for the November 8, 2016 General Election: Stephanie Stimson (Chairman), Tiffanie Bissett, Nikki Sanchez, Bud Render, Imogene Sealey, Myrt Kohn, Sarah Steigerwald, Sydney Moots, Brenda Murray, Marge Heussner (Receiving Board), Charles Mitchell, Kathleen Loutzenhiser, and Ruth Render

(Receiving Board). Lee Ann Kohler and Stella Pepper will serve as alternate election inspectors if needed.

Motion by CM Miller, second by CM Jacobson, to accept the following Election Inspectors for the November 8, 2016 General Election as proposed by the Election Commission at their meeting on October 4, 2016. Stephanie Stimson as Chairman, Tiffanie Bissett, Nikki Sanchez, Bud Render, Imogene Sealey, Myrt Kohn, Sarah Steigerwald, Sydney Moots, Brenda Murray, Marge Heussner also serving on the Receiving Board, Charles Mitchell, Kathleen Loutzenhiser, and Ruth Render, also serving on the Receiving Board. Lee Ann Kohler and Stella Pepper will serve as alternate election inspectors if needed. Motion carried.

Motion by CM Miller, second by CM Jacobson, to close the library on Tuesday, November 8, 2016 for the General Election. Motion carried.

MAYOR'S REPORT:

The Mayor reported that the Fireman's Open House held at the Fire Department Building on Saturday, October 8, 2016, was well attended for a 1st Annual Event with 120 people in attendance. 50 smoke detectors were given away and the Woman's Auxiliary donated money for safety materials. Many activities were planned throughout the day resulting in a good time for all attendees.

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 Jacobson asked about the house on the corner of Vine Street and Welles Street. It has a window or windows boarded up and the siding off it. City Manager Clint Holmes will check on this house tomorrow.

CM Jacobson also questioned the two dumpsters in the parking lot behind the bank. City Manager Clint Holmes replied that workers were repairing the roof of Tri-County Bank and he believed that the dumpsters were for the old materials being torn off.

CM Walters stated that the new Risk Reduction Grant Program (RRGP) had opened up for grant applications on October 1, 2016.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM McIvor, to adjourn at 7:19 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
Brown City City Clerk