

BROWN CITY COUNCIL PROCEEDINGS
November 14, 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 Sara Grout sitting in for City Attorney Gregory Stremers.

ABSENT: None.

GUESTS: Councilmember-Elect Gerald Kosal.

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 24, 2016 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$22,525.16 (7696-7750), Total Payroll - \$27,274.83 – payroll paid on 10-12-16 / 10-25-16 was \$13,940.37 (7640-7657 plus EFT), payroll paid on 10-26-16 / 11-08-16 was \$13,334.46 (7658-7677 plus EFT), Major Street - \$60.00 (3905), Sanitary Sewer - \$963.38 (3599-3602), Water - \$2,879.99 (2712-2718), Arsenic Abatement - \$90.00 (1349), Storm Sewer - \$287.24 (1226-1227), Equipment - \$855.16 (1539-1542). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. No questions or concerns

UNFINISHED BUSINESS: None.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS:

1. **Resolution 16-09:** A Resolution To Formally Apply For Assistance From The Risk Reduction Grant Program (RRPG) To Enhance Ability To Identify And Locate Wastewater System Blockages And Backups.

Motion by CM Parks, second by CM McIvor, to adopt Resolution 16-09: A Resolution to Formally Apply for Assistance from the Risk Reduction Grant Program (RRPG) To Enhance Ability to Identify and Locate Wastewater System Blockages and Backups. ROLL CALL VOTE: CM Jacobson – Yes, CM Parks – Yes, CM Loutzenhiser – Yes, CM McIvor – Yes, CM Miller – Yes, CM Walters – Yes. 6 Yes Votes, 0 No Votes, 0 Absent, 0 Abstaining. Motion carried.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER'S REPORT:

1. **Lincoln Street Drainage:** The DPW has completed the installation and connections of the storm water collection structures and the pipes to the Sanilac County drain system. The DPW did an excellent job on a complex and extensive waste water system. Dirt will be allowed to settle over the winter and early spring. Landscape repairs will be completed by the DPW as soon as practicable in 2017.
2. **2016/2017 November Budget Amendment:** Attached is a copy of the proposed November Budget Amendment and a memo highlighting the changes. Coordination with the Chairperson of the Tax and Finance Committee revealed a preference for the Amendment to be acted on by the City Council without having a meeting of the Committee due to the limited number of recommended changes to the Budget.

Motion by CM Jacobson, second by CM Walters, to use the hard copy provided to the Councilmembers and approve the changes as recommended. Motion carried.

3. **Cade Road Drainage Ditch:** The ditch has a covered section just south of Parkside Drive that is blocked due to roots and collapsing pipe. City Ordinance (§150.24) requires that for covered ditches, “any maintenance costs for the ditch shall be paid by the property owners...” A letter was sent on August 18th requiring the property owner to make repairs. A follow-up letter was sent September 22nd. The issue was also discussed via phone call on multiple occasions. Since no progress is apparent to date, an Ordinance Violation Citation has been issued, and a court order is being prepared. The ditch needs to be opened up as soon as possible to prevent flooding on the east side of South Cade Road.

See the Attorney's Report for more information on the Drainage Ditch.

4. **Park Vandalism:** The security camera system was damaged, and the recording system stolen, sometime during the night of November 8th. Police are investigating and evidence connected to this felony is being processed. The investigation continues. The amount of damage is in excess of \$3,000.

5. **Cell Tower:** The City was notified on November 10th that SBA, the owner of the tower in Brown City, plans to add another transmitter near the top of the tower for Sprint. The installation has not yet been scheduled. Under the existing contract, additions to the tower do not require City approval; however, notification is requested.
6. **Old Dump Truck:** The City has sold the old truck, and the new owner took possession. The insurance company was notified of the sale.
7. **Office Machine:** The City's photocopying machine is nearing time for replacement. Also, because the Post Office continues to lose and mangle utility bills, the City may have to increase the weight of the paper stock used for the utility bill postcards. For these two reasons, the City priced replacement machines and recommends replacement at a cost of \$3,952. How does the City Council wish to proceed?

Motion by CM Walters, second by CM Loutzenhiser, to replace the photocopying machine at a cost of Three Thousand Nine Hundred Fifty-two Dollars (\$3,952). 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.

8. **DTE & Street Lights:** The City was notified by DTE that the charge for plugging street Holiday Decorations into the receptacles on their street light poles will be \$11.79 per pole per month. A report identifying the number of poles used and their serial numbers must be submitted to DTE.
9. **No Overnight Parking:** Residents are reminded that there is no overnight parking on City streets between November 1st and March 30th. The Brown City Police Department will ticket vehicles that are in violation of this ordinance.
10. **Main Street Veterans Memorial:** The VFW Hall was sold on October 28th and the new owners have taken possession. The VFW Members voted to provide 20% of the money gained from the sale of the building to the City for maintenance of the memorial. Additionally, the move of the missile is still being worked: Local businesses – to include Michigan Agricultural Commodities (MAC); Ron Wood Trucking; and KBM Concrete, are working with the VFW to complete this project.

Motion by CM Miller, second by CM Loutzenhiser, to place this money provided to the City by the VFW resulting from the sale of the VFW Hall that is to be reserved for maintenance of the memorial in a separate fund of its own. Motion carried.

ATTORNEY'S REPORT:

In his absence the City Attorney Gregory Stremers, had prepared a New Medical Marijuana Laws Question and Answer report written by Catherine Mullhaupt, MTA Staff Attorney for each Councilmember to be included in their packet of materials concerning the Council Meeting.

Sara Grout, standing in for City Attorney Gregory Stremers, spoke of the Cade Road Drainage Ditch issue and said a report had been sent to Sandusky Court House and a date would be set for a formal hearing. A Court order will be forthcoming.

TREASURER'S REPORT: None.

CLERK'S REPORT: 2016 Election Report.

The 2016 General Election went fairly smoothly—no big problems. There were 514 votes cast (62%) of which two were from our Lapeer County voters. 95 of those 514 votes were from Absentee Voters. Six Councilmembers were elected of which five were incumbents and one newcomer, Gerald Kosal. The incumbents were: Ross Mclvor -- 331 votes; Alecia Parks -- 298 votes; Pat Jacobson-- 293 votes; Christine Lee – 281 votes; Gerald Kosal – 267 votes; and Bill Walters – 243 votes. The other two candidates with not enough votes to win were Walter Robison – 207 votes; and Frank Fiorello -- 183 votes.

CM Julie Miller won the Mayor's seat with 271 votes over Gene Navock who gathered 203 votes.

City Treasure Carol Walters with 405 votes and City Clerk Juanita Smith with 422 votes were reelected. Both were running unopposed.

School Board Members who were elected were Alan Burgess, Mary Lou Jacobs, and Mark Shadley.

In the City of Brown City Republican Donald Trump received 365 votes while Democrat Hillary Clinton totaled 114 votes.

We had no official write-in votes for either Sanilac or Lapeer County.

MAYOR'S REPORT:

Mayor Christine Lee said that the Fireman's Christmas Dinner will be held on December 10, 2016, and all City Officials are invited to attend. However she needs to know who is planning on attending by the next Council Meeting so she can give a head count to the Firemen.

Mayor Lee reported that December 26th is a scheduled Council Meeting. She poised the question as to what the Council would like to do with that meeting date. CM Walters suggested perhaps it could be changed to December 19th—one week early. A motion was made by CM Miller and a second made by CM Mclvor to hold the December meetings on the 12th and 19th of December. Motion carried.

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) – October 31st Committee Meeting.

The Personnel Committee met on Monday Evening, October 31, 2016.
See the Committees discussion and recommendations attached.
(Lavender copy)

Motion made by CM Mclvor, second by CM Parks, to accept the recommendation of the Personnel Committee to approve the proposed wage scales for hired employees (not elected officials) as detailed on the spreadsheet (lavender), to begin with the 2017/2018 Brown City Budget on April 1, 2017. Motion carried.

GENERAL CONCERNS OF THE COUNCIL:

CM Walters asked City Manager Clint Holmes how the interviewing of someone to help out in the office was progressing. The City Manager Clint Holmes replied that he will be conducting interviews after Thanksgiving.

CM Parks spoke of the Zombie Run that was put on by the Soybean Festival Committee. She said it was a lot of fun and people seems to enjoy it.

Mayor Christine Lee said she had been approached by several complaining of the leaves not being picked up. She told them that our DPW workers had to finish the road project on Lincoln Street before they could work on the leaves. The DPW began to pick up the leaves today, November 14, 2016, and probably will be picking up leaves the rest of this week as the Lincoln Street project is completed for the time being.

Mayor Lee also spoke of the MML's training courses that would be helpful to newly elected Councilmember Gerald Kosal. City Manager Clint Holmes will get the information to him.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Mclvor, to adjourn at 7:39 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk