

**BROWN CITY COUNCIL PROCEEDINGS**  
**FEBRUARY 8, 2021**

---

*In accordance with PA 228, this meeting was conducted remotely via Zoom. Meeting ID: 950 2034 7709*

---

MEETING CALLED TO ORDER VIA ZOOM BY MAYOR JULIE MILLER AT 7:00 P.M.

PRESENT: Mayor Julie Miller, Councilmembers: Stacy Biel, Patricia Jacobson, Christine Lee, Ross Mclvor, Eugene Navock, and Walter Robison; City Manager Clint Holmes, City Attorney Gregory Stremers, Police Lt. Emily Medaugh, City Clerk Rhonda Johnson.

ABSENT: None.

GUESTS: None.

**ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:** None.

**CORRECTION & APPROVAL OF MINUTES:**

- 1. Regular Meeting of January 25, 2021. Correction: January 21 to January 11 in the motion to accept minutes as written.

**MOTION BY CM NAVOCK, SECOND BY CM BIEL, TO APPROVE THE MINUTES OF JANUARY 25, 2021 AS CORRECTED.**

**ROLL CALL VOTE: CM BIEL-YES, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-YES, CM NAVOCK-YES, CM ROBISON-YES.**

**YEAS: 6, NAYS: 0, ABSTENTIONS: 0, ABSENT: 0. MOTION CARRIED.**

**PAY BILLS:**

**MOTION BY CM JACOBSON; SECOND BY CM LEE, TO PAY BILLS IN THE FOLLOWING FUNDS: General - \$22,008.58 (10217-10246), Payroll - \$14,462.58 (9745-9755), Sanitary Sewer - \$846.84 (3949-3952), Water - \$1,684.63 (3303-3309), Equipment - \$538.73 (1749-1751).**

**ROLL CALL VOTE: CM BIEL-YES, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-YES, CM NAVOCK-YES, CM ROBISON-YES.**

**YEAS: 6, NAYS: 0, ABSTENTIONS: 0, ABSENT: 0. MOTION CARRIED.**

**POLICE REPORT:** One candidate for police officer has expressed interest. City will consider sponsoring individuals for the police academy.

**PERSONAL APPEARANCES:** None.

**PUBLIC QUESTIONS & COMMENTS:** None.

**UNFINISHED BUSINESS:** **Ordinance 31-200:** An Ordinance Establishing The Brown City Park And Recreation Commission For The Purpose Of Managing, Financing, Operating And Improving The Community.

**PUBLIC HEARING:** None.

**ORDINANCES:** None.

**RESOLUTIONS:**

1. **Resolution 21-03: A RESOLUTION CONCERNING 4223 MAIN STREET / DDA** (yellow). This resolution was requested by Tri-County Bank to finally resolve the issue with 4223 Main Street (former Timeless Creations building).

**MOTION BY CM NAVOCK, SECOND BY CM MCIVOR, TO ADOPT RESOLUTION 21-03 – A RESOLUTION TO AUTHORIZE THE DOWNTOWN DEVELOPMENT AUTHORITY DIRECTOR-CITY MANAGER CLINTON K. HOLMES AND THE CITY ATTORNEY TO PREPARE AND EXECUTE THE ESTOPPEL AFFIDAVIT AND AGREEMENT FOR CONDITIONAL DELIVERY OF DEED AND QUITCLAIM DEED (IN LIEU OF FORCLOSURE) AND ANY OTHER NECESSARY DOCUMENTS TO SETTLE THE LOAN OBLIGATIONS FOR THE PROPERTY COMMONLY KNOWN AS: 4223 EAST MAIN STREET, BROWN CITY, MICHIGAN 48416, TAX PARCEL NUMBER 76-300-140-003-00.**

**ROLL CALL VOTE: CM BIEL-ABSTAIN, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-YES, CM NAVOCK-YES, CM ROBISON-YES.**

**YEAS: 5, NAYS: 0, ABSTENTIONS: 1, ABSENT: 0. MOTION CARRIED.**

**PETITIONS & COMMUNICATIONS:** None.

**MANAGER'S REPORT:**

1. **Reed Street RFP:** The City received seven bids for the Reed Street Renewal Project. They were publicly opened at 10:00 AM on Tuesday, February 2<sup>nd</sup>. They were (in order of receipt): T.G. Prihs - Imlay City - \$189,035.59; Astec Asphalt Incorporated - Brown City - \$160,538.75; L.J. Construction Incorporated - Clifford - \$216,505.00; Kalin Construction Company - Sodus - \$216,046.50; Green Tech Systems - Kawkawlin - \$205,189.00; Murray Underground - Fort Gratiot - \$196,568.75; Birmingham Sealcoat - Oxford - \$229,653.85 (blue). The Streets and Sidewalks Committee at their meeting on February 8<sup>th</sup> will review the bids and make a recommendation to the City Council.

**MOTION BY CM ROBISON, SECOND BY CM LEE, TO ACCEPT ASTEC ASPHALT INCORPORATED OF BROWN CITY BID FOR \$160,538.75.**

**ROLL CALL VOTE: CM BIEL-YES, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-YES, CM NAVOCK-YES, CM ROBISON-YES.**

**YEAS: 6, NAYS: 0, ABSTENTIONS: 0, ABSENT: 0. MOTION CARRIED.**

2. **EGLE Inspection:** The Michigan Department of Environment, Great Lakes, and Energy (EGLE) conducted a routine inspection of the City's drinking water infrastructure on January 27<sup>th</sup>. The official report was received by the City on February 8<sup>th</sup>. No discrepancies were noted; but recommendations, to include upgrading the sump pump and adding a dehumidifier to the base of the water tower and using a digital chlorine monitor were provided. The DPW Foreman will identify the costs for these proposed improvements.
3. **Per- and Polyfluoroalkyl Substances (PFAS):** The City, along with all other public drinking water providers in Michigan, was tested by EGLE for presence of PFAS. Brown City tested negative with no detectible level of PFAS in the drinking water system. The new rules require that water supply systems, to include Brown City, retest the water and report the results to EGLE prior to February 2021. For this retest, the City submitted two water samples from each well for testing. Unfortunately, there was a problem at the state testing lab. The City will resubmit samples for Well #4. Based on the results of that test, an annual testing schedule for the City will be decreed by EGLE.

4. **Council Chambers:** The City Council approved estimates to repair the former library room: Contractors were notified and the work is being scheduled. Does the City Council have any recommendation for what to call the former library? Recommend naming the room the “City Hall Community Room”.
5. **Cemetery Jobs:** The Cemetery Board met on February 2<sup>nd</sup>. They received no applications for part-time Operations Manager or part-time Groundskeeper jobs. The Board decided to contract with Brown City Sod Company for mowing; and continues to search for a Cemetery Operations Manager to supervise the operation of the cemetery; show prospective buyers the locations of available burial plots; assist in drafting policies related to cemetery matter; and provide a quarterly report on activities.
6. **COVID-19:** The City continues to closely monitor the situation. No employees have exhibited symptoms to date. The City Hall office door is being locked during business hours due to the increase in infections within the community. Customers should use mail, email, the utility payment drop box and telephone for conducting business if possible. City Hall is open to the public by appointment only, and masks must be worn and no more than one customer at a time should be in City Hall.

**ATTORNEY’S REPORT:** City Attorney Stremers said the Resolution 21-03 was prepared for the title company.

**TREASURER’S REPORT:** None.

**CLERK’S REPORT:**

1. The Clerk is continuing the training for election administrator certification.

**MAYOR’S REPORT:**

1. **Mayor and City Council Priorities Worksheet** – please complete and return.
2. **Letter to the Editor:** The Banner and Sanilac County News thanking local businesses.

**COMMITTEE REPORTS:**

1. Building and Grounds (Mclvor) – None.
2. Personnel (Biel) – None.
3. Police / Fire Authority (Lee) – CM Lee said cars parked in the way of snowplows should be ticketed.
4. Streets and Sidewalks (Navock) – Committee met February 8, 2021 at 6:30 p.m. and accepted the bid from Astec Asphalt Incorporated.
5. Tax and Finance (Jacobson) – None.
6. Water and Sewer (Robison) – None.

**GENERAL CONCERNS OF THE COUNCIL:**

1. CM Navock asked how long election signs can stay up after an election. City Manager Clint Holmes said the ordinance says yard signs must be removed 3 weeks after an election; but election signs and banners on buildings are not addressed in the City Ordinances.
2. CM Jacobson ask if City Hall would be closed on President’s Day. City Manager responded that City Hall, the police and DPW would be closed on Monday, February 15<sup>th</sup> for President’s Day.

**PUBLIC QUESTIONS & COMMENTS:** None.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

**MOTION BY CM LEE, SECOND BY CM JACOBSON, TO ADJOURN THE FEBRUARY 08, 2021 MEETING OF THE CITY COUNCIL AT 7:19 P.M.**

**ROLL CALL VOTE: CM BIEL-YES, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-YES, CM NAVOCK-YES, CM ROBISON-YES.**

**YEAS: 6, NAYS: 0, ABSTENTIONS: 0, ABSENT: 0. MOTION CARRIED.**

Respectfully submitted,

Rhonda Johnson  
City Clerk