

BROWN CITY COUNCIL PROCEEDINGS

MAY 14, 2018

MEETING CALLED TO ORDER BY MAYOR JULIE MILLER AT 7:00 PM.

PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER.

PRESENT: Mayor Julie Miller, Councilmembers: Patricia Jacobson, Gerald Kosal, Ross McIvor, William Walters; City Manager Clint Holmes, City Clerk Juanita Smith, and City Attorney Gregory Stremers.

ABSENT: Councilmembers Christine Lee and Alecia Parks.

GUESTS: Mike Visloski, DPW Employee; Steven Kovac representing the Brown City Banner; Joel Wyatt, Candidate for District 5 County Commissioner; Kara Martus, Jacob Martus, and Larry Steigerwald.

PROCLAMATION: Mayor Julie Miller opened the Council Meeting with a Proclamation presentation to Jacob Martus, Valedictorian of the Brown City Class of 2018. Jacob has been involved in many academic and athletic endeavors during his school career and excelling in all that he participated. Jacob will attend the University of Michigan in Ann Arbor in the Fall.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM McIvor, to accept the Regular Meeting Minutes of April 23, 2018 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Kosal, to pay the bills in the following funds:

General - \$40,475.42 (8548-8588), **Payroll** - Total Payroll - \$30,634.53. Payroll for 04/11/2018 to 04/24/2018 - \$15,958.32 (8417-8334 plus EFT), 04/25/ 2018 to 05/08/2018 - \$14,676.21 (8435 – 8453 plus EFT), **Major Street** - \$90.00 (3950), **Sanitary Sewer** - \$970.65 (3717 – 3719), **Water** - \$2,963.31 (2905 – 2914), and **Arsenic Abatement** - \$24.70 (1399), **Equipment** - \$102.27 (1610 – 1611).

Motion carried.

PERSONAL APPEARANCES:

1. **Joel Wyatt** – Candidate for District 5 County Commissioner.

Joel Wyatt, Candidate for District 5 County Commissioner appeared before the City Council to introduce himself and provide a little of his background and some of his ideas as a Candidate for the District 5 County Commissioner position. He is retired from the Fire Department and is from Worth Township.

PUBLIC QUESTIONS & COMMENTS:

Larry Steigerwald of 4823 Second Street appeared before the Council asking if our attorney had found out anything more about the State Ordinance with the littering laws. Our Attorney said that he had not been instructed by the Council to do any legal research on this. Mr. Steigerwald spoke of the sections of erosion control fence that blew over in the high winds and was on his yard along with other debris from the yard and housing. Larry Steigerwald said that he had called HUD to find out some answers about this apartment building as it is a HUD building. Specifically he wants to know if they are required to have a fence around it. He will get back to the Council when HUD returns his call.

POLICE REPORT: Report reviewed. No questions or concerns.

Ron Smith, Police Chief, reported on the status of the Explorer Police car that is in the shop for repairs. He was told that it was up on the hoist being worked on. It was to have been finished last Friday. He also said he has been checking on the blight notice list. About half of the list has been taken care off. He will be checking on the rest of them.

UNFINISHED BUSINESS: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. 4222 Main Street – Tri-County Bank: Review of Proposed Building Plan

- On July 6, 2017, the Planning Commission reviewed, and the City Council approved, the Site Plan for the new Tri-County Bank facility on the northeast corner of Main and James Streets. Plans for the new Tri-County Bank building were reviewed by the Planning Commission at their regular meeting on May 3rd, and they recommend approval by the City Council.

Motion by CM Walters, second by CM Mclvor, to accept the plans for the new Tri-County Bank building at 4222 Main Street as was recommended by the Planning Commission. The new Tri-County Bank facility will be built on the northeast corner of Main and James Streets. ROLL CALL VOTE: CM Kosal – Yes, CM Mclvor – Yes, CM Lee – Absent, CM Walters – Yes, CM Jacobson – Yes, CM Parks – Absent. 4 Yes Votes, 0 No Votes, 2 Absent, 0 Abstaining. Motion carried.

2. 6884 St Marys Street – Demolish existing storm damaged garage.

Motion by CM Mclvor, second by CM Kosal, to approve the demolishing of the storm damaged garage at 6884 St. Marys Street. Motion carried.

MANAGER’S REPORT:

- 1. 2018 Street Project:** A Grade Inspection (GI) meeting to include MDOT, Spicer Engineering, City staff, and representatives from DTE and SEMCO took place Friday, April 27th at City Hall. MDOT required multiple changes as detailed in the meeting minutes. The project engineer provided a summary of the project’s status.

The Maple Valley Road project looks to be in pretty good shape. The federal government will pay \$160,000 toward the project with the City's share being \$40,000 plus associated engineering costs.

2. **School Request:** City representatives met with the Brown City Schools Superintendent and two School Board Members on April 26th to discuss school closures resulting from the potential for sewer backups. The Superintendent provided a printed copy of the school's concerns and issues. The City told the school that a meeting with an engineering company to evaluate the situation and provide recommendations and cost estimates had been scheduled for the following Thursday.
3. **Lift Station Engineering:** The Mayor, DPW Foreman and City Manager met with project engineers from Spicer Group on May 3rd to discuss possible lift station improvements. The engineers were provided with historical plans and technical data for the lift station, sewer system and lagoons. They then were shown the lift station and lagoons. The proposal and letter of agreement is available for review. Cost is not to exceed \$7,600. Recommend the City Council approve the letter of agreement and authorize the Mayor to sign the document.

Motion by CM Kosal, second by CM Mclvor, to approve the letter of agreement between Spicer Group and the City of Brown City for lift station improvements and to authorize Mayor Julie Miller to sign this document on behalf of the City of Brown City. Motion carried.

4. **Water Well Inspection:** The City contracts with Northern Pump & Well to annually inspect and test the City's two water wells. The testing took place on April 18th, and the results were provided on May 2nd. Well #3 is in good condition. Well #4 will probably require cleaning and overhaul in 2019. Cost could be as much as \$40,000.
5. **Fire Hydrant Flushing:** The Brown City DPW flushed fire hydrants April 23rd through April 27th as part of this semi-annual program. No hydrant issues were noted; however, a water main leak developed at the corner of Main and James Streets. The leak was isolated by closing selected valves and the fire hydrant at Main and Welles Streets remain inoperable. No customers are being affected. DPW plans to excavate and repair the Main once MDOT permits and railroad coordination is complete. Work will probably begin the week of May 21st.
6. **Brush Pick-up:** The DPW began picking up leaves and brush on April 16th. Pick-up will continue on the second and fourth Mondays of each month until Fall. Residents are reminded that leaves must be in clear plastic bags and tree limbs must be cut to lengths of no more than six feet (6'). Leaves are vacuumed only in the Fall; they must be bagged in the Spring.
7. **Main Street Decorations:** The Buildings and Grounds Committee asked for an inventory of Main Street light poles, and a proposal for banners and accent lighting. Display Sales has quoted \$36,658 for 44 sets of brackets and lights, plus three sets of

banners for Main Street. Prices would be generally proportional if the order is reduced.
How does the City Council wish to proceed?

Motion by CM McIvor, second by CM Walters, to order from Display Sales 44 sets of brackets and lights, plus three sets of banners for Main Street at a price of \$36,658 (thirty-six thousand, six hundred fifty-eight dollars). Motion carried.

- 8. City Hall Renovation:** The furniture in the Treasurer's Office needs to be replaced. Additionally, the carpet and tiles are also due for replacement. These items were brought before the Buildings & Grounds Committee which met on April 23rd. Cost for the furniture is estimated at \$2,180. The City received three bids for removing carpeting/tiles and installing vinyl floor tiles: Flooring Edge - \$8,967; Village Barn Carpets and Rugs - \$7,617; and The Floor Store - \$7,945.77. How does the City Council wish to proceed?

Motion by CM Kosal, second by CM McIvor, to replace the furniture in the Treasurer's office and the flooring in the rest of City Hall. The City will accept the bid from Village Barn Carpets and Rugs for removing the carpeting/tiles and installing vinyl floor tiles at a cost of \$7,617 (seven thousand, six hundred seventeen dollars). Purchase furniture from Standard Office Supply at a cost of \$2,180 (two thousand one hundred eighty dollars) to include installation. Motion carried.

- 9. Belview Drive Water Leak:** While attempting to shut-off the water to a house on Belview Drive at the request of the owner, the tap at the water main failed requiring excavation for repair. The water tap saddle was heavily corroded, which is what caused the failure. Since other water taps along North Cade Road, Belview and Autumn Gold could be in similar condition, one or two of the older ones should be excavated to determine their operability. This work is tentatively planned for later in June.

- 10. City Master Plan:** The 63-day public review period has been conducted and the Planning Commission will consider comments received and any additional comment provided at the Public Hearing scheduled for June 7th at 7:05 PM in the City Library. The Planning Commission will hear comments on the proposed Master Plan and Future Land Use Map and will consider recommending the adoption of the Master Plan to the City Council.

- 11. Brown City Clean-up Day:** With the consent of the City Council, this annual event will be scheduled for Tuesday, June 19th (but could slide to June 20th if necessary). All appliances and scrap metal should be stacked separately from non-metal eligible items. Plan to run the notice in *The Banner* on June 4th and 18th.

- 12. Memorial Day:** City Hall, the Police Department and DPW will be closed on Monday, May 28th in observance of Memorial Day. The next City Council meeting is scheduled for Memorial Day. Does the City Council wish to hold the meeting on the scheduled day?

The Councilmembers wish to meet on May 28th as scheduled.

ATTORNEY'S REPORT:

We are basically in a holding pattern with Tri-County Bank at this time. The deed for Tri-County Bank has not been recorded as they are looking into a few items with their Engineers. Therefore there is no check exchanging hands at this time

TREASURER'S REPORT:

Our City Treasurer, Carol Walters, is back to work following her illness.

CLERK'S REPORT:

Two petitions have been turned in for the November election. One of these is for the Treasure's position and one is for a Council Council seat.

MAYOR'S REPORT:

1. Memorial Day parade:

There will be a parade at 10:00 a.m. on Memorial Day honoring our servicemen and women. The band, under the direction of Liz Rayba will play at the Memorial site. The VFW from Sandusky will loan us some rifles to form an Honor Guard. The parade will begin at Maple Valley Plastics (Laydon's) and march down to the Memorial where ceremonies will take place. If anyone has any ideas they are to call City Hall to discuss their thoughts.

2. Proclamations for Athletic Achievement:

At the next Council meeting, two well deserving Athletic Achievement students will receive Proclamations from the Mayor and the City Councilmembers. These two students are: Andrew Geiger and Calvin Cook.

3. Tax Relief:

Mayor Miller received a call from a lady who qualified for a 2018 Poverty exemption and wondered if the City could do anything to help with her 2017 taxes and the late fees added on to them. Answer from the Councilmembers and the Attorney is that we cannot do anything legally to change her tax notice.

4. Mayor Exchange Day:

Mayor Exchange Day will be on May 24th (Brown City going there) and May 31st (at Brown City).

COMMITTEE REPORTS:

1. Tax and Finance (Jacobson) – None.
2. Streets and Sidewalks (Kosal) – None.
3. Police / Fire Authority (Lee) – None.
4. Building and Grounds (Mclvor) – None.
5. Personnel (Parks) – None.
6. Water and Sewer (Walters) – None.

GENERAL CONCERNS OF THE COUNCIL: None.

PUBLIC QUESTIONS & COMMENTS:

Mike Visloski, DPW employee, said that the backhoe that is used to put up decorations is very unsafe. The bucket tips back and forth when a person is in it. The Council agreed that something should be done before we have an accident. One solution might be to rent a machine from Ben's Supercenter to use when needed.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Jacobson, second by CM Kosal, to adjourn at 7:46 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City of Brown City
City Clerk