

BROWN CITY COUNCIL PROCEEDINGS
JUNE 14, 2021

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

PRESENT: Mayor Julie Miller, Councilmembers: Stacy Biel, Patricia Jacobson, Christine Lee, Ross McIvor (arrived at 7:02) and Walter Robison; City Manager Clint Holmes, City Attorney Gregory Stremers, City Clerk Rhonda Johnson, Lieutenant Emily Medaugh.

ABSENT: Councilmembers Eugene Navock.

GUESTS: Jamie Bird.

PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: Three additions to Petitions and Communications.

CORRECTION & APPROVAL OF MINUTES:

- 1. Motion to accept minutes for the Regular Meeting of May 24, 2021, as written.

MOTION BY CM BIEL, SECOND BY CM ROBISON, TO APPROVE THE MINUTES OF MAY 24, 2021, AS WRITTEN.

MOTION CARRIED.

PAY BILLS:

MOTION BY CM JACOBSON; SECOND BY CM LEE, TO PAY BILLS IN THE FOLLOWING FUNDS: General - \$22,998.51 (10391 - 10423), Payroll - \$13,947.59 (9874 - 9886 plus EFT), Major Streets – \$146.66 (4056 - 4057)), Local Streets - \$56.66 (4363), Sewer - \$1,602.80 (3969 - 3974), Water - \$3,304.10 (3343 - 3355), Arsenic Abatement - \$17.56 (1555 - 1556), Storm Sewer - \$71.68 (1328-1329), Equipment- \$1,869.11 (1763 – 1769).

MOTION CARRIED.

PERSONAL APPEARANCES:

- 1. Jamie Bird reported on the Brown City Days festival.

POLICE REPORT:

Lieutenant Medaugh reported that the police car is in the shop again, and a candidate for police officer will be interviewed on Friday. Lieutenant Medaugh said that she has requested help from the county K-9 unit for Brown City Days.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None.

ORDINANCES: None.

RESOLUTIONS: None.

PETITIONS & COMMUNICATIONS:

1. **4320 Maple Street:** Request permit to install a concrete driveway on the east side of the home. No Sanilac County permit required.
MOTION BY CM BIEL, SECOND BY CM JACOBSON, TO APPROVE THE PERMIT TO INSTALL A CONCRETE DRIVEWAY ON THE EAST SIDE OF THE HOME AT 4320 MAPLE STREET. MOTION CARRIED.
2. **4231 4TH Street:** Request permit to repair and move a six-foot wooden fence.
MOTION BY CM LEE, SECOND BY CM MCIVOR, TO APPROVE PERMIT TO MOVE AND REPAIR A SIX-FOOT WOODEN FENCE AT 4231 4TH STREET. MOTION CARRIED.
3. **7254 Maple Valley Road:** Request permit to install fiber optic underground cable.
MOTION BY CM LEE, SECOND BY CM MCIVOR, TO APPROVE PERMIT TO INSTALL FIBER OPTIC CABLE AT 7254 MAPLE VALLEY ROAD. MOTION CARRIED.
4. **7220 Lincoln Street:** Request permit to install a 24 foot above ground pool.
MOTION BY CM MCIVOR, SECOND BY CM BIEL, TO APPROVE THE PERMIT TO INSTALL A 24 FOOT DIAMETER ABOVE GROUND POOL AT 7220 LINCOLN STREET. MOTION CARRIED.

MANAGER'S REPORT:

1. **Reed Street:** Work has begun on Reed Street. The asphalt and concrete have been removed and the road bed has been compacted. The cement work should begin on Wednesday, and paving is expected to be completed by next week. The catch basin on the NW corner of Reed and Maple Streets is not connected to the storm drain. The DPW has been directed to install a pipe from the catch basin to the ditch on the south side of Maple Street. This will aid storm water removal in the area.
2. **St Marys Street:** A water main connection on the north end of St Marys Street is leaking. The DPW will be using the Crowell vacuum truck and will make the repair beginning on June 16th. The work should be completed within a day. Notices have been posted on the doors of residences on St Marys Street stating that their water pressure will be low while the work is being conducted.
3. **Water Quality Report:** The Consumer Confidence Report (CCR) is the annual report required by the state and federal governments summarizing information about drinking water quality provided during calendar year 2020 (yellow). The document was posted on the City's website; and will be printed in *The Banner* on June 23rd; and copies will be mailed to MDEQ and the Sanilac / Lapeer County Health Departments. Copies are also available at City Hall for review or purchase. The City met or exceeded all water quality requirements in 2020.
4. **Transformer:** An electrical transformer, that is 18' tall, 13' wide, 35' long and weighs 801,000 pounds is being delivered by train to the parking lot on Main Street (white). The exact delivery date has not yet been set. A vehicle 166' long will be transporting the transformer east on M-90 out of the City. Residents will be asked to not park on Main Street east of the Post Office when the transport takes place.
5. **Bank Signature Cards:** During the May 10th meeting, the City Council approved a motion naming those individuals authorized to sign checks associated with the various City accounts. The "Tax Account" was left off that list. Recommend the City Council grant City Treasurer Jamie Faust and Administrative Assistant David R. Van Cura the authority to sign checks associated with that account.

MOTION BY CM MCIVOR, SECOND BY CM LEE, TO GRANT CITY TREASURE JAMIE FAUST AND ADMINISTRATIVE ASSISTANT DAVID R. VAN CURA THE AUTHORITY TO SIGN CHECKS FOR THE TAX ACCOUNT; AND TO GRANT MAYOR MILLER AND ADMINISTRATIVE ASSISTANT DAVID R. VAN CURA THE AUTHORITY TO SIGN CHECKS FOR THE FESTIVAL ACCOUNT. MOTION CARRIED.

6. **Blight and Junk Car Notices:** Lieutenant Medaugh is putting together a list of addresses that are in violation of the City's blight and junk car ordinance. Letters will be sent, and those that fail to comply will be issued civil infraction tickets. The City will also fine individuals keeping domestic animals, such as chickens, on their property.
7. **Park and Recreation Board:** Following proper notice requirements, the new ordinance will take effect on June 24th. The new Board will require three at-large and one City Council position to be filled prior to their first meeting on July 8th.
8. **MML Annual Convention:** The 2021 Michigan Municipal League Annual Conference is scheduled for September 22-24 in Grand Rapids, Michigan. Does anyone on the City Council plan to attend this year's MML Convention?
9. **Annual Audit:** King & King CPAs are scheduled to be in the City offices June 30th and July 1st to conduct Phase I of the City's annual financial audit. They will also perform audits for the Fire Authority and possibly the City Library. Phase II is to complete the report of the City's audit. Anticipate that the results will be provided to the City Council in July.
10. **COVID-19:** Customers should use mail, email, the utility payment drop box and telephone for conducting business if possible. City Hall is now open to the public, but masks should be worn by unvaccinated individuals.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. **Memorial Day:** The ceremonies at Evergreen and Omard Cemeteries went well.
2. The City should look into purchasing a better sound system.

COMMITTEE REPORTS:

1. Building and Grounds (Mclvor) – None.
2. Personnel (Biel) – None.
3. Police / Fire Authority (Lee) – Committee met on June 14th at 6:00 PM. The committee recommends a MML Market survey for wages and benefits.
MOTION BY CM LEE, SECOND BY CM ROBISON, TO CONTRACT WITH THE MICHIGAN MUNICIPAL LEAGUE (MML) TO DO A MARKET STUDY TO AID WITH DETERMINING WAGES AND BENEFITS FOR EMPLOYEES, TO INCLUDE POLICE.
ROLL CALL VOTE: CM ROBISON-YES, CM MCIVOR-YES, CM JACOBSON-YES, CM BIEL-YES, CM LEE-YES, CM NAVOCK-ABSENT. 5 YEAS, 0 NAYS, 1 ABSENT, 0 ABSTAINING. MOTION CARRIED.
4. Streets and Sidewalks (Navock) – Absent.
5. Tax and Finance (Jacobson) – None.

6. Water and Sewer (Robison) – None.

GENERAL CONCERNS OF THE COUNCIL:

CM Biel asked about blight tickets for long grass. Mayor Miller asked if the grass ordinance could be changed to shorter grass. City Manager Holmes said anyone noticing blight should call City Hall with the address so that he can send notices.

Mayor Miller requested that the streets be swept before Brown City Festival.

PUBLIC QUESTIONS & COMMENTS:

Jamie Bird said the newly painted curbs look nice.

Rhonda Johnson said that there are some foreign flags in town being displayed above United States flags. The United States flag should always be FLOWN higher than any other flag.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

MOTION BY CM LEE, SECOND BY CM JACOBSON, TO ADJOURN THE JUNE 14, 2021, MEETING OF THE CITY COUNCIL AT 7:44 P.M.

MOTION CARRIED.

Respectfully submitted,

Rhonda Johnson
City Clerk