

**BROWN CITY COUNCIL PROCEEDINGS**  
**July 22, 2019**

**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: Stacy Biel, Patricia Jacobson, Christine Lee, Ross McIvor, Eugene Navock and Walter Robison; City Manager Clint Holmes, City Clerk Juanita Smith and City Attorney Gregory Stremers.

**ABSENT:** None.

**GUESTS:** Police Officer Adam Stracener, Library Board members: Debbie Rickman, Charles Mitchell and Melanie Robison.

**ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:**

Five items will be added to the agenda according to City Manager Clint Holmes. One under Petitions & Communications and the other four under the Manager's Report.

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM McIvor, second by CM Biel, to accept the Regular Meeting Minutes of July 8, 2019 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General - \$9,518.33** (9339 – 9353), **Payroll - \$17,365.73** (9015 – 9033 plus EFT), **Major Street - \$17,244.26** (4001 – 4003), **Local Street - \$7,078.13** (4325), **Sanitary Sewer - \$5,737.48** (3822 – 3826), **Water - \$2,236.78** (3090 – 3096), **Arsenic Abatement - \$76.75** (1452 – 1453), **Storm Sewer - \$60.00** (1294) and **Equipment - \$4,075.00** (1678). Motion carried.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC QUESTIONS & COMMENTS:**

Charles Mitchell representing the Brown City Library Board spoke to the Councilmembers about the library and how things had not changed much in the last forty years within the library. They would like to become more active in the community. They have a more active board now and would like to move the library into the 21<sup>st</sup> century. They are interested in moving into the former Tri-County Bank building but do not have the funds to do so. They asked if the City would be interested in purchasing the building and leasing it to the library. They are currently thinking of asking for a 1 mill library tax increase at our next election to help with their expenses.

**DPW REPORT:** Report reviewed. No questions or concerns.

**UNFINISHED BUSINESS:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

**ORDINANCES:** None Scheduled.

**PETITIONS & COMMUNICATIONS:**

1. **7132 Welles Street** – Request building permit to install an 18’ above ground pool.

Two problems have risen with this request: 1) The pool has already been installed and the water is in it. 2) The pool must be treated as any building and therefore must meet set-back requirements of which it does not.

**Motion by CM Lee, second by CM Navock, to approve the request of the owner of the property at 7132 Welles Street to install an 18’ above ground pool if the following conditions are met: First the water that is in the pool must be disposed of properly into a drain and not dumped on the grass and secondly the pool must meet all city set back requirements. This motion is approved only upon the stated conditions being met. Motion carried.**

**MANAGER’S REPORT:**

1. **City Assessor:** The three-year contract with the City’s assessor is due to expire on July 31<sup>st</sup>. Discussion with Assessor David McArthur (DBA Mac Assessing Services, LLC) resulted in agreement that pay would stay the same but a modification of office hours was requested. Currently, the assessor has office hours from 9 AM to 1 PM every Wednesday, plus presides over meetings of the Board of Review. Contracted pay has remained the same since 2011. The Assessor is requesting office hours be changed to 9 AM to Noon. Since the City Hall is normally closed from Noon to 1 PM this should not affect operations. Recommend approval of the new contract and authorize the Mayor and City Clerk to sign on behalf of the City.

**Motion by CM Lee, second by CM McIvor, to renew the City’s assessor’ contract with the agreement that the pay would stay the same but there would be a modification of office hours. Office hours will be from 9:00 a.m. to 12:00 noon every Wednesday, plus he will still preside over meetings of the Board of Review. The Mayor, Julie Miller, and City Clerk, Juanita Smith are authorized to sign the new contract on behalf of the City. Motion carried.**

2. **Thumb Cellular Ground Station:** Thumb Cellular has moved their generator in preparation for adding onto their existing building next to the water tower. No construction schedule has been received by the City to date.
3. **Water Purification:** The City operates two arsenic abatement facilities using technology that absorbs arsenic out of the City’s drinking water. As this absorption media becomes saturated, it must be removed and replaced. The City contracted with De Nora Tetra for Well #4 and they expect to complete the media exchange on August 6<sup>th</sup>.

4. **MISS DIG System:** MISS DIG 811 operates as the Underground Utility Safety Notification System for the entire state. This free service to homeowners, excavators, municipalities and utility companies is used to locate underground utilities – such as water and sewer mains, fiber optic and gas lines. When a resident plans to dig on their property they should contact MISS DIG and then the City receives a request from MISS DIG to mark the location of City utilities in a specific area to prevent damage. So far in 2019, the DPW has marked 103 sites. Requests in 2018=120, 2017=100, 2016=40 and 2015=36. This indicates the increasing number of both public and private improvements being made to the City of Brown City.
5. **Police Car:** During the evening police patrol on June 20<sup>th</sup>, the Ford Explorer police car struck a deer. Cost to repair the vehicle is about at \$9,229.79. A check for \$8,189 was received from the insurance company. Great Reflections is in the process of repairing the vehicle but there has been some delay in the receipt of parts. Expect the repairs to be completed by the end of the month.
6. **Fire Hydrant Replacement:** The fire hydrant at the corner of Main and John Streets was replaced and made operational on July 15<sup>th</sup>. However, the water shutoff valve for the hydrant developed a leak and the excavation had to be reopened on July 17<sup>th</sup> and the leak repaired.
7. **Comcast Letter:** Comcast has contacted the City with a channel Lineup change. Customers are being notified of these changes via a letter.
8. **Maple Valley Lift Station:** The Lift Station on Maple Valley Road has a leak and the city will contract with Kerr Pump and Supply to repair it for \$1,660 (One Thousand Six Hundred Sixty Dollars) if there is no objection from the Councilmembers. No objections were raised from the Councilmembers.
9. **Power Outages:** The storm that went through Brown City on Saturday evening, July 20<sup>th</sup> left us with power outages for a very short time but it was enough to have to reset the alarms on Well #3. The generator has been running constantly since then due to a drop from three-phase power. DTE will be out to repair it but probably not until Wednesday.
10. **Clerk's Request:** Before the next election the City Clerk would like to replace the very large wooden table in the library with five smaller tables that could be folded up and stored when not in use, giving the library more space and allowing more room for the election.

**ATTORNEY'S REPORT:** Nothing more than has been added during the meeting.

**TREASURER'S REPORT:** None.

**CLERK'S REPORT:** The Clerk reported that Charles Mitchell representing the Brown City Library Board had contacted her with the request for a 1 Mill tax increase for the library.

**MAYOR'S REPORT:** Nothing.

**COMMITTEE REPORTS:**

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

**GENERAL CONCERNS OF THE COUNCIL:** None.

**PUBLIC QUESTIONS & COMMENTS:** None.

**CLOSED SESSION:**

1. **Mayor Miller has requested a Closed Session under Act 267 of 1976 (OPEN MEETINGS ACT) §15.268 (d):** To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

**Motion by CM Lee, second by CM Mclvor to go into Closed Session at 7:26 p.m. for the purpose of discussing the option to purchase or lease real property. Motion carried.**

**Motion by CM Mclvor, second by CM Navock to come out of the closed session at 8:01 p.m. Motion carried.**

**Motion by CM Lee, second by CM Mclvor, to not consider the purchase of additional property for the City. ROLL CALL VOTE: CM Lee – Yes, CM Navock – Yes, CM Jacobson – Yes, CM Robison - Yes, CM Biel – Yes, CM Mclvor – Yes. 6 Yes Votes, 0 No Votes, 0 Absent, 0 Abstaining. Motion carried.**

**ADJOURNMENT:**

**Motion by CM Lee, second by CM Mclvor, to adjourn at 8:04 p.m. Motion carried.**

Respectfully submitted,

Juanita M. Smith  
City Clerk