

**BROWN CITY COUNCIL PROCEEDINGS**  
**AUGUST 9, 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, and Eugene Navock; City Manager Clint Holmes, City Clerk Rhonda Johnson, Lieutenant Emily Medaugh.

ABSENT: Councilmembers: Ross McIvor, and Walter Robison; City Attorney Gregory Stremers.

GUESTS: Robert Jacobson, State Representative Andrew Beeler, and Ron Marion.

**PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER.**

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

**CORRECTION & APPROVAL OF MINUTES:**  
**MOTION BY CM BIEL, SECOND BY CM LEE, TO APPROVE THE MINUTES OF JULY 26, 2021, AS WRITTEN.**  
**MOTION CARRIED.**

**PAY BILLS:**  
**MOTION BY CM JACOBSON; SECOND BY CM LEE, TO PAY BILLS IN THE FOLLOWING FUNDS: General - \$18,784.87 (10489 - 10509), Payroll - \$14,511.77 (9929 - 9937 includes EFT), Major Streets – \$90.00 (4067), Sewer - \$420.00 (3983), Water - \$12,441.40 (3372 - 3375), Equipment - \$706.24 (1773 – 17775).**  
**MOTION CARRIED.**

**PERSONAL APPEARANCES:**  
1. District 83 State Representative Andrew Beeler: Legislative update.

**POLICE REPORT:** Lieutenant Medaugh was called out for a police call.

**UNFINISHED BUSINESS:** None.

**PUBLIC HEARING:** None.

**ORDINANCES:** ORV/ATV Ordinance: Section 72.00 AN ORDINANCE ADOPTED FOR THE PURPOSE OF AUTHORIZING AND REGULATING THE OPERATION OF ALL ROAD VEHICLES (ORVs) AND ALL-TERRAIN VEHICLES (ATVs) ON CERTAIN STREETS WITHIN THE CITY OF BROWN CITY, FOR THE PURPOSE OF PROVIDING PENALTIES FOR THE VIOLATION THEREOF, AND FOR THE DISTRIBUTION OF PUBLIC FUNDS RESULTING FROM THOSE PENALTIES PURSUANT TO 2008 PA 240, MCL 324.81131

**MOTION BY CM LEE, SECOND BY CM JACOBSON, TO SCHEDULE A PUBLIC HEARING FOR ORDINANCE SECTION 72.00 FOR AUGUST 23, 2021 AT 7:05 P.M. MOTION CARRIED.**

**RESOLUTIONS:** None.

**PETITIONS & COMMUNICATIONS:** None.

**MANAGER'S REPORT:**

1. **DWAM Project:** The project to identify what type of pipe is being used to supply water to the homes in Brown City continues. The City provided a complete list 565 addresses to EGLE and they identified 138 which will be excavated by vacuum truck to help determine the total number the City will need to replace. The contractor began the work on August 2<sup>nd</sup>, and will continue until completion, which should take no more than a couple of weeks. Necessary address changes were completed through EGLE.
2. **Reed Street:** Work is essentially complete on Reed Street. There are still some issues with ensuring the landscaping is uniform and the grass is growing well. A portion of the payment for the project has been withheld pending final approval.
3. **Third Street:** Astec Asphalt agreed to resurface Third Street at an estimated cost of \$21,800 for the short block. As of August 5<sup>th</sup>, the work has not yet been scheduled. The company will give the City at least a week's notice so that letters can be sent to the four households that have driveways on this section of Third Street.
4. **MML Wage and Benefit Study:** The City contracted with MML in June to do a wage and benefit study for all full time employees. Questionnaires were provided for staff to complete prior to the Zoom meeting with MML on August 17<sup>th</sup>. Additional information required for the study is also being gathered.
5. **Lead and Copper Testing:** As part of the EPA/EGLE water testing requirements, the City must deliver water samples from ten different sites in the City to the State of Michigan for testing every three years. For some sites, multiple water samples must be provided. Test results revealed that the majority had no detectible levels of lead or copper, and those that did were well below the legal limit. Copies of their results were delivered to the individuals that provided samples.
6. **Street Crack Sealing:** The DPW completed the 2021 Program by applying just over one ton (2,250 lbs) of sealant. The bulk of the work was done on Main, James and John Streets.
7. **Code Enforcement Officer:** The City has hired Chris Dreiling as a part-time Code Enforcement Officer. She will be working two hours on Monday and Wednesday afternoons. Chris is also the Sandusky Code Enforcement Officer and has been for four years. The position pays an hourly wage and offers no benefits. Expect her to begin patrol and enforcement duties on August 9<sup>th</sup>.

**MOTION BY CM BIEL, SECOND BY CM LEE, TO HIRE CHRIS DREILING FOR PART TIME CODE ENFORCEMENT OFFICER. MOTION CARRIED.**

- 8. **James Street Railroad Crossing / Maple Valley Road & M-90:** The City is working with PK Contracting to get the appropriate pavement markings installed north and south of the railroad tracks at James and Main Street. Additional work will include a white stop strip at Maple Valley and M-90. The estimate for the work has not yet been received by the City.
- 9. **Maple Valley Lift Station:** Kerr Pump workers were here on August 2<sup>nd</sup> and installed the new check valve going into the wetwell at the Maple Valley Lift Station. Delivery of the new pump is still pending.
- 10. **Maintenance on Election Equipment:** Preventative maintenance, primarily cleaning, of election equipment is being done by the Sanilac County Clerk’s Office. The City will be delivering our equipment to them on August 19<sup>th</sup>. We expect the process to take about 15 minutes.

**ATTORNEY’S REPORT:** Absent.

**TREASURER’S REPORT:** None.

**CLERK’S REPORT:**

- 1. The Sanilac County Clerk has scheduled preventative maintainable for all of our election equipment with Election Source.
- 2. The State Board of Elections send a memo stating that many jurisdictions are getting unauthorized requests for access to election equipment and ballots. No ballots or equipment is to be turned over to anyone unless authorized by the County Clerk.

**MAYOR’S REPORT:**

- 1. The Mayor discussed the possibility of looking at the city’s golf cart ordinance.

**COMMITTEE REPORTS:**

- 1. Building and Grounds (Mclvor) – Absent.
- 2. Personnel (Biel) – Nothing.
- 3. Police / Fire Authority (Lee) – Nothing.
- 4. Streets and Sidewalks (Navock) – Absent.
- 5. Tax and Finance (Jacobson) – Nothing.
- 6. Water and Sewer (Robison) – Absent.

**GENERAL CONCERNS OF THE COUNCIL:** Welcome back CM Navock!

**PUBLIC QUESTIONS & COMMENTS:** None.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

**MOTION BY CM LEE, SECOND BY CM JACOBSON, TO ADJOURN THE AUGUST 09, 2021, MEETING OF THE CITY COUNCIL AT 7:29 P.M. MOTION CARRIED.**

Respectfully submitted,

Rhonda Johnson  
City Clerk