

# BROWN CITY COUNCIL PROCEEDINGS

## September 9, 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 Clerk Juanita Smith and City Attorney Gregory Stremers (7:21 p.m.)

**ABSENT:** City Manager Clint Holmes.

**GUESTS:** Police Chief Ron Smith.

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

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Navock, second by CM McIvor, to accept the Regular Meeting Minutes of August 26, 2019 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General - \$18,442.03** (9409 – 9436), **Payroll - \$16,653.33** (9068 – 9082 plus EFT), **Major Street - \$349.38** (4009 – 4010), **Local Street - \$608.77** (4332), **Sanitary Sewer - \$210.00** (3832 - void 3833), **Water - \$288.87** (3110 and 3112 - void 3111), **Arsenic Abatement - \$74,195.10** (1460 – 1463), **Storm Sewer - \$76.99** (1297) and **Equipment - \$7586** (1689). Motion carried.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC QUESTIONS & COMMENTS:** None.

**POLICE REPORT:** Report reviewed. No questions or concerns. Police Chief Ron Smith reported to the Councilmembers that today was, “Shop with a Teacher Day” at WalMart. Due to a grant each school district was given \$375 to spend for their school – either things the teacher needed or items that children needed but didn’t have. Three teachers from each school could “shop” with a Policeman. All our Sanilac County Schools participated.

**UNFINISHED BUSINESS:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

**ORDINANCES:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

## **PETITIONS & COMMUNICATIONS:**

1. **4297 Maple Street:** Request to install new fence in backyard. No Sanilac County permit required.

**Motion by CM Mclvor, second by CM Navock, to table this request for a building permit to install a new fence in the backyard of 4297 Maple Street due to incomplete paperwork, namely the lack of a sketch showing the location of the fence. Motion carried.**

2. **6866 Walter Street:** Request to install approximately 180' of 12' diameter drainage tube and then cover the ditch in front of the house and adjacent to Walter Street. No Sanilac County permit required.

**Motion by CM Mclvor, second by CM Biel, to approve the request to install approximately 180' of 12' diameter drainage tube and then cover the ditch in front of the house and adjacent to Walter Street at 6866 Walter Street. The work is to be done by Josh Burgess, Contractor. Motion carried. The permit may be picked up at City Hall by the owner of 6866 or a representative on Tuesday, September 10, 2019 after 10:00 a.m. No Sanilac County permit is required.**

3. **6895 James Street:** Request to construct a new wood deck on the north side of the house. Sanilac County permit required.

**Motion by CM Mclvor, second by CM Navock, to approve the request for a building permit to construct a new wood deck on the north side of the house at 6895 James Street. Motion carried. The permit may be picked up at City Hall by the owner of 6895 James Street on Tuesday, September 10, 2019 after 10:00 a.m. The owner or representative must then go to the Sandusky Court House to pull the required permits.**

## **MANAGER' REPORT:**

1. **Well #4 Overhaul:** On August 20<sup>th</sup>, Northern Pump and Well removed the pump assembly from Well #4 and took it to their headquarters for overhaul. The installation of the repaired pump and assembly should be completed once the necessary parts are received and installed; which should be within the next two weeks. The cost should not exceed \$43,000. The well was last overhauled in 2014.
2. **Second Street Sidewalk:** The owner of 6914 James Street had requested the replacement of the badly deteriorated sidewalk on the south side of Second Street going west from James Street. The DPW Foreman is scheduling the work with the contractor.
3. **MDOT Contract and Form:** Both the copy of the completed Annual Certification of Employee-related Conditions (MDOT Form 2068) and the electronically signed State Trunk-line Maintenance contract; Resolution 19-05 Resolution for Designation of Street Administrator; Certificate of Insurance MDOT Form 0428; and a copy of the current union contract for the City of Brown City were emailed to MDOT.

4. **Lagoon Inspection:** Michigan EGLE (formerly MDEQ) conducted the annual inspection of the City's sewage treatment lagoons on August 28<sup>th</sup>. Visit included a physical inspection of the lagoons and a review of reports and monitoring program, as part of the NPDES Permit requirements. No significant issues were noted; the official report is still pending.
5. **Brown City Schools:** Michigan Pipe Inspection completed televising the school's wastewater system the week of August 18<sup>th</sup>. Results of the inspection are not yet available to the City.
6. **Flush hydrants:** The Brown City DPW plans to flush fire hydrants September 16<sup>th</sup> through September 20<sup>th</sup> as part of this semi-annual program. Hydrant flushing will usually take place during the day. Residents may notice some discoloration in the water during this process. Residents are advised not to wash white or light colored clothes during this period. This notice was published in the Banner on September 2<sup>nd</sup> and will be again on the 16<sup>th</sup>, and is posted on Channel 6.
7. **Maple Valley Lift Station:** At the base of the lift station are two check-valves designed to keep wastewater from backing up into the system. One of the valves has a slight leak that is allowing water to drip into the pump room. The initial repair company the City contacted in March (JETT Pump) kept delaying the proposed start time, initially wanted \$3,634.14 for the project, and kept adding to estimated cost. The City contacted Kerr Pump who agreed to do the work for \$1,660. The work is scheduled to be completed on September 11<sup>th</sup>.
8. **IT Right:** The City's internet security contractor will be providing a webinar concerning the ransomware threat on Friday, September 20<sup>th</sup> at 2:00 PM. The City has signed up to participate in this webinar.

**ATTORNEY'S REPORT:** None (Attorney Stremers absent at this time).

**TREASURER'S REPORT:** None.

**CLERK'S REPORT:** None.

**MAYOR'S REPORT:**

1. **Semi-Annual City Manager Evaluation** – Please return forms at or before the next City Council meeting on September 23<sup>rd</sup>.

**COMMITTEE REPORTS:**

1. Building and Grounds (Mclvor) – None.
2. Personnel (Biel) – None.
3. Police / Fire Authority (Lee) – **CM Lee reported that there would be a Fireman's Open House on October 12<sup>th</sup> at the Fire Hall. It will be held from 10:00 a.m. to 2 p.m.**

**It is open to the public with a presentation at school beforehand to promote the Open House. Hot Dogs will be served and there will be many informative attractions on fire safety.**

4. Streets and Sidewalks (Navock) – **CM Navock reported that the work on the Second Street sidewalk that was approved to be replaced will be started tomorrow, Tuesday, September 10<sup>th</sup> by contractor Tony Lung.**
5. Tax and Finance (Jacobson) – None.
6. Water and Sewer (Robison) – None.

**GENERAL CONCERNS OF THE COUNCIL:**

CM Mclvor stated that there would be NO Rotary auction this year.

CM Biel questioned who is responsible for filling in the potholes by the railroad tracks. Mayor Julie Miller replied that she would leave a note for our City Manager Clint Holmes to check on this.

The large table in the library was offered to the Library Board to buy for \$2.00 if they wanted to buy it and move it to their new location if they were to buy the former Tri-County Bank building. The \$2.00 would be refunded to them. The Library Board accepted the offer.

The Festival Committee met on Friday night, September 6th at 5:30 p.m. Discussion at that meeting included hosting a Fall Fest on October 19<sup>th</sup> at the Fire Hall. Activities include a Trunk or Treat, Chili Cook Off and a Corn Hole Toss.

The Tree Lighting Ceremony will be on December 14<sup>th</sup>.

New members are needed for the Festival Committee as two members resigned. If you know of anyone interested please have them get in contact with the Festival Committee.

**PUBLIC QUESTIONS & COMMENTS:** None.

**CLOSED SESSION:** None Scheduled.

**ADJOURNMENT:**

Motion by CM Lee, second by CM Mclvor, to adjourn at 7:28 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith  
City Clerk