

BROWN CITY COUNCIL PROCEEDINGS

September 23, 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 and City Attorney Gregory Stremers.

ABSENT: City Clerk Juanita Smith.

GUESTS: Jamie Bird – Brown City Festival Chairperson; Mary and Chris Madia – Hog Town Chairpersons; Police Officer Adam Stracener; Administrative Assistant David R. Van Cura.

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 September 9, 2019 as presented. Motion Carried.

PAY BILLS:

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

General – \$4,818.78 (9437 – 9447), **Payroll** – \$15,128.18 (9083 – 9101 plus EFT), **Major Street** – \$90.00 (4011), **Sanitary Sewer** – \$2,500.85 (3834 – 3837), **Water** – \$1,588.33 (3113 – 3119), **Arsenic Abatement** – \$139.35 (1464-1466), **Storm Sewer** – \$57.47 (1298). Motion Carried.

PERSONAL APPEARANCES:

1. **Brown City Hog Town Run 2020** - Mary and Chris Madia, representing Hog Town Run, informed the Council on changes to next year's event. They would like to make Brown City Home to the Hog Town Run. The event will be called Hog Town Run Brown City. It will start in the Brown City Park and end in the Park. Bikes would enter on to Main Street from McMorrans Street, then go East on Main and then turn North on to Maple Valley Road. CM Lee expressed concern regarding conflict with Carman's Funeral Home. Mary and Chris are planning on talking to Ray Carman. Motion by CM Lee, second by CM Biel, to allow the Melvin Hog Town Run to change its name to Hog Town Run Brown City in 2020 and for them to use the Brown City Community Park and to exit from McMorrans Street on to Main Street. Motion Carried.
2. **Brown City Festival Commission Chairperson Jamie Bird** – Provided an update on upcoming events planned by the Commission:
 - a. A Fall Festival will be held at the Brown City Fire Hall on October 19, 2019 from 3 to 5 pm.

- b. A Christmas Tree Lighting Ceremony will be held on December 14, 2019. The Committee is requesting Main Street be closed from 5:30 pm to 7:30 pm.
- c. The Festival Commission is looking at other year-round activities and more volunteers to assist with these activities.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: The report was reviewed. There were no questions or concerns.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **7063 Welles Street:** Request to construct a new 24' X 24' garage on the east side of the house. Approval must be contingent on the final transfer of the property and providing the name, address and license number for the contractor. Sanilac County permit required.

Motion by CM McIvor, second by CM Biel, to approve the request for a building permit to construct a new 24'x24' garage on the east side of the house. Approval will be contingent on the final transfer of the property, identifying the type of construction, and providing the name, address and license number for the contractor. Motion Carried.

MANAGER'S REPORT:

1. **Well #4 Overhaul:** On August 20th, 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 was completed September 18th. Water samples were drawn and taken to the Lexington lab for analysis, where they met or exceeded standards. The well became fully operational during the afternoon of September 20th. The well was last overhauled in 2014.
2. **Brown City Water Tower:** The water tower will be taken off-line on September 25th to allow Utility Services to conduct a complete internal and external inspection of the water tower. The City's pumps will be able to maintain full water pressure during the inspection and while meeting water testing requirements.
3. **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. Tony's Custom Concrete completed the project. The DPW will landscape around the new sidewalk; and the City will bill the property owner for 50% of the project cost as required by City Ordinance.

4. **Brown City Schools:** Michigan Pipe Inspection completed televising the school's wastewater system the week of August 18th. Results of the inspection have not been shared with the City.
5. **Flush hydrants:** The Brown City DPW completed flushing fire hydrants as part of this semi-annual program. One hydrant on Vine Street will have to have the internal components replaced. Since this is a Traverse City hydrant, this work can be done with a conversion kit. To replace the hydrant would require the water being shut off on Vine Street and Cade Road. Repair should be transparent to residents. No other issues were noted.
6. **Maple Valley Lift Station:** At the base of the lift station are two check-valves designed to keep wastewater from entering the pump room. One of the valves had a slight leak. Kerr Pump installed the new check valves and completed repairs on the lift station on September 11th. The lift station is fully operational.
7. **Sanilac County Hazard Mitigation Plan:** The group met again on Thursday, September 19th to continue the update of the County plan (blue). Expect the final working group meeting to take place this fall. Then the document will be provided to the Michigan State police for review then opened up for a 60-day public comment period. Once the final copy is approved by the Sanilac County Commissioners, Brown City and the other communities and townships will need to approve the plan by formal resolution to be eligible for federal funding. The final version must be delivered to FEMA by June 2020.
8. **Water System Inspection:** The MEGLE (formerly MDEQ) District Engineer visited the City to inspect the City's water system. No issues were noted. There followed a lengthy meeting to discuss requirements under the new Lead and Copper Rule with the engineer, DPW Foreman and City Manager. As a result of the discussion, the City will be able to narrow the scope of the anticipated project thus potentially saving a significant amount of money.
9. **MML Annual Conference:** The Michigan Municipal League will be holding their annual conference in Detroit September 24-27. The Mayor, Mayor Pro-Tem and City Manager will be attending the conference.
10. **MML Workers' Compensation Fund:** The MML-WCF completed the annual payroll audit for 2018-2019. The result was a balance due to the City in the amount of \$816. The City received the check on September 16th.

ATTORNEY'S REPORT:

City Attorney Stremers gave the Council an update on the Brown City Public Library's possible purchase of the vacant Tri-County Bank building.

TREASURER'S REPORT:

A request for tax information was received from Lapeer County.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. Semi-Annual City Manager Evaluation – City Manager Holmes received a score of 956.5 (83%) out of a possible 1155.
2. Ben Thompson, Brown City High School, would like to display sports team cut outs along Main Street. The Council had no objections.
3. The next Brown City Festival Commission meeting is October 3, 2019 at 7 p.m. The Commission is looking for new members. The Commission may do Christmas Caroling by wagon after the Tree Lighting. The City Manager will check with the City insurance carrier.

COMMITTEE REPORTS:

1. Building and Grounds (McIvor) – 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:

CM Lee presented the City with a tapestry she received from Mayor Miyamoto and the City of Moriyama, Japan, to display at City Hall.

CM Jacobson asked if the sidewalk by the Post Office had been repaired. Clint reported that the sidewalk had been patched.

PUBLIC QUESTIONS & COMMENTS: None.

CLOSED SESSION: None Scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Jacobson, to adjourn at 7:52 p.m.
Motion Carried.

Respectfully submitted,

David R. Van Cura
Administrative Assistant