

BROWN CITY COUNCIL PROCEEDINGS

November 25, 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 and Eugene Navock; City Manager Clint Holmes and City Clerk Juanita Smith.

ABSENT: Councilmember Walter Robison and City Attorney Gregory Stremers.

GUESTS: Dr. Charles Mitchell and Debbie Rickman from the Library Board.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:

One addition under Resolutions—Resolution 19-12 reported City Manager Clint Holmes.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Navock, second by CM McIvor, to accept the Regular Meeting Minutes of November 11, 2019 as presented. Motion carried.

PAY BILLS:

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

General - \$12,068.20 (9534 – 9555), **Payroll - \$17,306.80** (9183 – 9201 plus EFT), **Sanitary Sewer - \$2,701.90** (3849 – 3852), **Water - \$2,153.37** (3141 – 3146), **Arsenic Abatement - \$228.50** (1475 – 1476), **Storm Sewer - \$3,037** (1302 – 1304) and **Equipment - \$338.50** (1697). Motion carried.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: Report reviewed. No questions or concerns.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS:

1. **Resolution 19-12** – Resolution to Adopt City of Brown City Library Millage Ballot Language.

Motion by CM Lee, second by CM McIvor, to adopt Resolution 19-12: A Resolution to Adopt City of Brown City Library Millage Ballot Language. ROLL CALL VOTE: CM Jacobson – Yes, CM Robison – Absent, CM Biel – Yes, CM

Mclvor – Yes, CM Lee – Yes, CM Navock – Yes. 5 Yes Votes, 0 No Votes, 1 Absent, 0 Abstaining. Motion carried. Resolution 19-12 adopted.

PETITIONS & COMMUNICATIONS:

1. 4448 Parkside Drive: Construct 12' X 12' wood rear deck.

Motion by CM Mclvor, second by CM Biel, to approve the request for a building permit to construct a 12' x 12' wood rear deck on the rear of the house at 4448 Parkside Drive. Owner must call Miss Dig before deck construction begins. Motion carried.

MANAGER'S REPORT:

- 1. Brush and Leaf Pick-up:** The DPW will pick-up brush through Monday, November 25th; and will continue to vacuum leaves through Wednesday, November 27th. However, due to the winter storm, the leaf vacuuming may continue past that date if required.
- 2. City Lagoon System:** The engineer has completed his preliminary study of lagoon capacity. This study was initiated to answer a request by a City manufacturing plant to increase their discharge rate. Spicer Group analysis indicates that the lagoon has sufficient capacity to absorb this additional volume.
- 3. School Wastewater Analysis:** Spicer Group is doing an analysis for the school to determine ways to avoid sewer backups and service interruption during heavy rain/snowmelt situations. The report is expected to be completed and presented to the school and City the first week of December.
- 4. Downtown Development Authority Reporting:** Public Act 57 of 2018 went into effect January 1, 2019. PA 57 repeals and re-codifies multiple acts related to tax increment finance authorities and subjects TIFAs to standard reporting requirements. The City filed the required report for 2019 to Department of Treasury on November 21st.
- 5. Freedom of Information Act:** The City received a FOIA request from PM Environmental of Grand Rapids on November 22nd concerning Brown City Machine Products. The information was gathered and forwarded via email. The City received a thank you and the request has been closed.
- 6. Comcast:** The City was notified that due to an increase in the TV Fee (48.82%) and Sports Fee (9.22%) that cable rates will be going up by \$6.90 per month beginning January 1, 2020.
- 7. Thanksgiving Day Holiday:** City Hall, police and DPW will be closed on Thursday, November 28th and Friday, November 29th for the Thanksgiving Holiday. A police officer will on duty each day, and a DPW employee will be on call from Thursday through Sunday.

- 8. Christmas/New Year Holiday:** The City Personnel Policy Manual states on page 32 that City Hall, police and DPW will be closed on Christmas Day and New Year's Day, which fall on Wednesdays this season. In the past, the City Council has expanded that to include either a half- or full-day prior to those days. Does the City Council wish to add any time off

Motion by CM Lee, second by CM McIvor, to grant the City employees a full-day off on Christmas Eve Day – December 24th and New Years Eve Day – December 31st in addition to the regular holidays Christmas Day, December 25th and New Years Day – January 1st. Motion carried.

ATTORNEY'S REPORT: None. City Attorney Gregory Stremers was absent.

TREASURER'S REPORT: None.

CLERK'S REPORT: None.

MAYOR'S REPORT:

Mayor Miller said that she had received a Thank You card from the Friends of the Library for their support of the Pumpkin Contest and also to inform the Council that the City Hall won the contest.

Mayor Miller also reminded the Councilmembers of the Christmas Tree Lighting Ceremony which is to be held on December 14th from 5:00 p.m. to 7:00 p.m.

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: None.

PUBLIC QUESTIONS & COMMENTS: None.

CLOSED SESSION: None Scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Jacobson, to adjourn at 7:12 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk