

**BROWN CITY  
COUNCIL PROCEEDINGS  
APRIL 25, 2011**

Meeting called to order by Mayor Christine Lee at 7:00 p.m.

Pledge of Allegiance led by Mayor Lee.

**PRESENT:** Mayor Christine Lee, Council members: Bill Walters, Julie Miller, Ross McIvor, Pat Jacobson, Eugene Navock and Dan Loutzenhiser. City Manager Clint Holmes, City Attorney Gregory Stremers and City Clerk Kelly Pavel.

**ABSENT:** None.

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

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Miller, second by CM Navock, to accept the Regular Meeting Minutes of April 11, 2011 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$34,080.59 (4625-4639), Payroll - \$12,961.75 (4983-4999), Major Street - \$1,293.00 (3714), Local Street - \$2,409.00 (4156), Sanitary Sewer - \$4,621.51 (3119-3120), Water - \$3,705.59 (1922-1923), Arsenic Abatement - \$102.28 (1160), Equipment \$13,409.99 (1283-1284), Sanilac County Treasurer - \$3,507.00 (sanitary sewer bond payment), Sanilac county Treasurer - \$13,653.72 (arsenic abatement bond payment). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:** None.

**DPW REPORT:**

Written report reviewed. CM Jacobson requested that DPW pick up broken pieces of curb near railroad behind Tri-County Bank. City Manager will direct this.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

**UNFINISHED BUSINESS:** None Scheduled.

## **PETITIONS & COMMUNICATIONS:**

1. **4322 Main Street** – apply exterior coating to foundation and walls; replace kitchen window; front porch light.

Motion by CM Walters, second by CM Loutzenhiser, to accept the pre-application building permit from 4322 Main Street to apply exterior coating to foundation and walls, replace kitchen window and replace front porch light. Motion carried.

**ORDINANCES:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

## **MANAGER'S REPORT:**

1. **Title VI:** The City's draft Title VI Plan (Civil Rights and non-discrimination), that incorporates Executive Orders 12898 (Limited English Proficiency) and 13166 (Environment Justice) must be submitted to MDOT along with Sub-recipient Application for Certification of Title VI and EEO Compliance and Assurances (Form 0106); and Title VI Sub-recipient Annual Certification Form (Form 0179); and to incorporate Appendices A-D into any future road construction contracts. Otherwise, the City may not be reimbursed for road work such as plowing and repairing M-90. A copy of the Plan (orange) is in you packets. The City Attorney has reviewed the Plan. Request that the City Council authorize the Mayor, City Clerk and City Manager to sign the documents and forward to Lansing. **REQUIRES MOTION.**

Motion by CM Walters, second by CM Miller to authorize the Mayor, City Clerk and City Manager to sign Title VI documents and forward to Lansing. Motion carried.

2. **Cade Road:** A conversation with the Sanilac County Road Commission revealed that responsibility for Cade Road is shared between Brown City and Burnside Township. Neither Sanilac nor Lapeer Counties will participate in required repairs. Sanilac County will provide some engineering expertise. They recommended that since it is not possible to turn Cade Road into a Class A road, that it be pulverized and resurfaced with five inches (5") of asphalt rather than the usual three inches (3"). Preliminary cost estimate for repairing Cade Road from the north to south City Limits will probably be in the neighborhood of \$200,000. Also, the DPW has been tasked to determine the cost of replacing the storm water drains under Cade Road so that new tubes can be installed and the overburden settle prior to any repairs to Cade Road. Recommend scheduling a meeting of the Street & Sidewalks Committee to discuss options.

Streets and Sidewalk Committee Meeting scheduled for May 2, 2011 at 7:00 p.m. to discuss street priorities.

3. **Maple Valley Lift Station:** The Sewer and Water Committee met on April 18<sup>th</sup> to discuss courses of action for resolving potential sewer back-ups at the school. A copy of the minutes from that meeting is attached (yellow). The Committee recommends installing a new catch-basin, pipe and valve at the north end of George Street. **REQUIRES MOTION.**

Motion by CM Navock, second by Walters to install a new catch-basin, pipe and valve at the north end of George Street. **ROLL CALL VOTE:** Walters-yes, Miller-no, Mclvor-yes, Jacobson-no, Navock-yes, Loutzenhiser-yes. Motion carried.

4. **Cemetery Board:** There will be a Special Meeting of the Evergreen Cemetery Board on Tuesday, April 26<sup>th</sup> to discuss the status of the Cemetery. This meeting has been recently cancelled.
5. **MML Region V Seminar:** The annual Region V meeting for elected and appointed officials is scheduled for Wednesday, May 18<sup>th</sup> from 10-3 in Marine City. Applications and agenda are enclosed (gray). Are any members of the City Council interested in attending?
6. **Transportation Summit Meeting:** Cass City MDOT sponsored this annual meeting to provide an overview of MDOT activities in the tri-county area. They assured the City that the chip/seal project on M-90 will be scheduled around the Thumb Area Soybean Festival 9-12 June. Primary discussion item was the continuing decrease in available funding for road repair in Michigan.
7. **Hydrant Flushing:** The DPW will conduct hydrant flushing May 9-13. A notice will run in *The Banner* on May 2<sup>nd</sup> and 9<sup>th</sup> informing residents of the schedule and to avoid washing white and light-colored clothes while hydrants are being flushed.
8. **WMIC Fairs & Festivals Guide:** The draft advertisement for the City is available for review (white). Please provide any recommended changes or corrections as soon as possible.

#### **ATTORNEY'S REPORT:**

Attorney Stremers reported that he recently reviewed the Title VI document per the City Manager's request.

**TREASURER'S REPORT:** None.

#### **MAYOR'S REPORT:**

Mayor Lee attended the Thumbworks seminar on April 15<sup>th</sup> and provided a brief update on this meeting.

**COMMITTEE REPORTS:**

1. Police – none.
2. Water & Sewer – none.
3. Tax & Finance – none.
4. Streets & Sidewalks – none.
5. Buildings & Grounds – none.
6. Personnel – none.
7. Soybean Festival – none.

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

**PUBLIC QUESTIONS & COMMENTS:**

County Commissioner Jamie Daws provided a brief County update.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM McIvor, second by CM Miller, to adjourn at 7:34 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk