

BROWN CITY COUNCIL PROCEEDINGS

APRIL 27, 2015

MEETING CALLED TO ORDER BY MAYOR CHRISTINE LEE AT 7:00 PM.

PLEDGE OF ALLEGIANCE LED BY MAYOR CHRISTINE LEE.

PRESENT: Mayor Christine Lee, Councilmembers: Pat Jacobson, Dan Loutzenhiser, Ross Mclvor, Julie Miller, Alecia Parks, and Bill Walters; City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

ABSENT: None.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA.

City Manager Clint Holmes reported that there would be one additional item under the Manager's Report.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM Mclvor, to accept the Regular Meeting Minutes of April 13, 2015 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$30,067.71 (6811-6826), Payroll - \$12,326.02 (6912-6927 plus EFT), Major Street - \$30.25 (3853), Sanitary Sewer - \$363.43 (3461), Water - \$1,120.07 (2496-2497), Storm Sewer - \$804.65 (1171). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: Report reviewed. A reminder from City Manager Clint Holmes that in the Fall the leaves are swept up by a huge vacuum truck but in the Spring the leaves must be bagged and set out by the road to be picked up.

A concern of the Council was the manhole covers being covered with dirt and mud. City Manager Holmes said that the manhole covers would be swept and cleaned off before the Soybean Festival.

PERSONAL APPEARANCES: None Scheduled.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **6777 Cade Road** – modify existing permit (approved April 13th) to also install new 36” frame and door in garage.

Motion by CM Miller, second by CM McIvor, to modify the existing building permit that was approved on April 13, 2015 to the owners of the property at 6777 Cade Road to also include the installation of a new 36” frame and door in the garage. Motion carried.

MANAGER’S REPORT:

0. **City Library and City Hall Cleaning:** Lucy Coulson cleans for both the City Library and the City Hall. However, she receives \$9.62 per hour for cleaning the City Hall and \$10.75 per hour for cleaning the Library. Does the Council have any objection to bringing her City Hall cleaning wages to the \$10.75 that she receives for cleaning the Library?

No objection to raising Lucy Coulson’s wages to \$10.75 for both the Library and the City Hall.

1. **School Utility Bill:** Brown City Schools have had a substantial measured increase in their water use. The most recent meter reading revealed another dramatic increase in the amount of water flowing through the meter. Based on average monthly usage at Marlette Community Schools, for example, Brown City Schools should be using about 10% of what is being reported by the water meter. Therefore, either there is a problem with the water meter or there is a significant water loss taking place at the school. Coordination with the School Superintendent resulted in the school contracting for the permanent installation of magnetic flow meters at both the elementary and high schools to provide a means to verify meter readings and monitor water usage at each building. The City will read the meter when the flow meters are installed and a second reading will take place after about 30 days. Additionally, the City has contacted a technician who will inspect the meter in the near future and provide an estimate on the cost of a new meter. This will help determine whether the City needs to replace the meter and adjust past billing, or the school needs to locate the source of the water loss, or some other course of action.
2. **Comcast Cable TV Lease:** The City mailed our counterproposal of \$1,500 per month, included the reasoning behind this rate, and had a follow up telephone conversation with Comcast concerning the lease agreement. The response from Comcast is pending.
3. **Comcast Cable TV Franchise Agreement:** The new franchise agreement between the City and Comcast is complete, in place, and includes the 2% fee increase.
4. **M53 Corridor Committee:** The annual meeting of the Committee is scheduled for April 27th at Goodland Township Hall. MDOT and representatives from the four road commissions whose counties include M53 will present their 2015 construction programs. MDOT will also highlight their 2015-2019 Road and Bridge Program.
5. **East Michigan Council of Governments (EMCOG):** EMCOG will be having their next Full Council and Regional Economic Development (RED) Team meeting in Gladwin on May

1st. The City is a dues-paying member of this organization and I have been invited to attend to represent the interests of the City.

6. Rural Task Force: The Sanilac County RTF met in Sandusky on Tuesday, April 14th. The focus of the meeting was to reallocate Federal Transportation Act (TEA 21) and Sanilac County funds. Changes included moving repairs to Marlette Road from 2018 to 2015 (Phase I – M53 to West Village Limits) and 2016 (Phase II – M53 to East Village Limits) and to add Maple Valley Road from the railroad tracks south to Wilcox Road. Regional Task 7A then met on April 16th and approved Sanilac County's requested changes, along with similar agenda items for Huron and Tuscola Counties.

7. SBA Tower Lease: The City lease with SBA for the cell tower is due to expire in 16 years. SBA had requested an extension of 55 years, and the City Council proposed a 14-year extension to bring it to an even 30 years. SBA said that since the lease renews in 5-year increments that they would agree to a 15-year extension bringing the lease to 31-years. The City should receive the associated paperwork within the next few days. If that is agreeable to the City Council, I will forward the contract to the City Attorney for review when received.

There was no objection from the City Council to a 15-year extension instead of the 14-year extension previously proposed. The associated paperwork was received by the City and forwarded to our City Attorney for review. City Attorney Gregory Stremers studied the proposal and found no problem with it. The Agreement will be completed and presented to the City Council for final action at the next meeting.

8. Fire Hydrant Flushing: The DPW plans to conduct hydrant flushing May 18-22. This is earlier than last year because the schedule needs to be moved up to expedite data collection for the state-mandated Water Reliability Study being done by Williams & Works. Notices will be published in *The Banner* and on the City's website identifying the dates and reminding residents to avoid washing white and light-colored clothes while hydrants are being flushed.

9. Fire Hydrant Repair: The DPW plans to repair the fire hydrant on the corner of Main and Walter Streets prior to flushing hydrants the third week of May. In order to minimize interfering with traffic, the DPW has requested to the work on a Sunday. The plan is to have them take compensation time rather than receive overtime pay for working on a weekend.

10. Thumb Cellular: This cell phone company, which leases property from the City adjacent to the water tower, wants to install a natural-gas emergency generator about 12' north of their existing building. The DPW Foreman and I met with a representative from the company on April 24th to discuss the installation of the generator. There were no issues noted by the City. Once the specific generator information is available and Thumb Cellular has an installation schedule, a request for permit will be brought before the City Council for action. However, at this point does the City Council have any objection to this installation?

The City Council has no objection to this installation.

11. Soybean Festival Firework: The Company launching the fireworks for the Soybean Festival has submitted a permit to the City requesting approval. Recommend a motion to grant the permit and have the Mayor sign on behalf of the City Council. Also, the Soybean

Festival Commission has requested \$2,500 from the City to subsidize the cost of the fireworks. Requires Motion.

Motion by CM Loutzenhiser, second by CM Jacobson, to grant a permit for fireworks to the company that will be launching the fireworks for the Soybean Festival, having the Mayor sign the permit on behalf of the City Council, and having the City subsidize the cost of the fireworks in the amount of \$2,500. Motion carried.

- 12. May 25th Council Meeting** – Monday May 25th is Memorial Day. The City offices will be closed that day. However, the same was true last year and the City Council held the meeting as scheduled. Does the Council want to reschedule the meeting?

The Council wishes to meet on the regular scheduled date of May 25, 2015.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

CLERK'S REPORT:

Public Accuracy Testing will be held tomorrow, April 28th at 1:00 p.m.

MAYOR'S REPORT: None.

COMMITTEE REPORTS:

1. Police (Miller) – None.
2. Water and Sewer (Loutzenhiser) – None.
3. Tax and Finance (Jacobson) – None.
4. Streets and Sidewalks (Walters) – None.
5. Building and Grounds (Parks) – None.
6. Personnel (Mclvor) – None.

GENERAL CONCERNS OF THE COUNCIL:

CM Bill Walters reported that the City would be getting a dividend check from their Insurance Company this year.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Mclvor, to adjourn at 7:25 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk