

BROWN CITY COUNCIL PROCEEDINGS
JUNE 27, 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, Councilmembers: Bill Walters, Ross McIvor, Pat Jacobson, Gino Navock and Daniel Loutzenhiser. City Manager Clint Holmes, City Attorney Gregory Stremers and City Clerk Kelly Pavel.

ABSENT: Councilmember Julie Miller.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM Navock, to accept the Regular Meeting Minutes of June 13, 2011 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Navock, to pay the bills in the following funds: General: \$8,714.07 (4725-4735), Payroll - \$16,577.60 (5053-5069), Major Street - \$590.00 (3721-3722), Local Street - \$500.00 (4159), Sanitary Sewer - \$13,556.41 (3135-3139), Water - \$14,950.59 (1946-1952), Arsenic Abatement - \$205.95 (1165-1166), Storm Sewer - \$2,132.00 (1097-1099), Equipment - \$810.00 (1294-1295). Motion carried.

PUBLIC QUESTIONS & COMMENTS:

Laura Carpenter commented on the fine turnout for the Fireman's Ceremony with the 911 artifact.

DPW REPORT: Written report reviewed. No questions or comments.

PUBLIC HEARING: None Scheduled.

UNFINISHED BUSINESS: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **7130 Maple Valley Road –** Erect 32' X 50' pole barn.

Motion by CM Walters, second by CM Navock, to approve the Pre-application building permit for 7130 Maple Valley Road to erect a 32'x 50' pole barn. Motion carried.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

MANAGER'S REPORT:

1. **Maple Valley Lift Station:** The broken pump was repaired and reinstalled. The lift station has been fully operational since June 17th. A spare pump has been ordered and should be delivered sometime in July.
2. **DPW Worker:** Congratulations to Ronny Trombley for passing all his licensing examinations. He is now a fully qualified DPW Worker with the associated increase in pay.
3. **2011-13 Street Projects:** The City hired Huron Consulting to create plans and estimates for the Cade Road, Walter and Lincoln Streets project. Work should be completed for review by the City Council at the July 11th regular meeting.
4. **Four-Way Stop:** The resident that lives on the northwest end of Walter Street has requested that the Fourth and Walter Streets intersection be turned into a four-way stop. This would require the installation of a stop sign on the southwest and northeast corners of the intersection. How does the City Council wish to proceed?

A resident from the end of Walter Street discussed his concerns for lack of a 4-way stop on the corners of Walter and 4th streets and the potential for accidents. The west- and east-bound directions are lacking signs. City Manager stated that stop signs are approximately \$32 and installation of the two signs would be about \$250.

Motion by CM Walters, second by CM Navock, to install 2 needed stop signs on the corners of Walter and 4th streets. ROLL CALL VOTE: Walters-yes, Miller-absent, Mclvor-yes, Jacobson-yes, Navock-yes, Loutzenhiser-yes. Motion carried.

CM Loutzenhiser also has concerns for the corners of St. Marys and 2nd streets especially during the high traffic volume that exists here at 8 am and 3 pm due to school traffic. He also has a concern that requests for all corners to become 4-way stops will begin and that all situations need to be reviewed and traffic volume considered.

Motion by CM Walters, second by CM Navock, to make St. Mary's and 2nd Streets a 4-way stop. ROLL CALL VOTE: Walter-yes, Miller-absent, Mclvor-yes, Jacobson-yes, Navock-yes, Loutzenhiser-yes. Motion carried.

5. **City Hall Electrical Upgrades:** The work began on June 14th and lights were installed in the Chief's and Treasurer's offices. Work in the main office was completed on June 25th.

6. **MML Workers' Compensation Fund:** The City Council received a ballot to elect five members to the governing board. A brief biography of the five incumbents running for the five positions is enclosed. Does the City Council wish to submit a ballot for this election?

CM Walters discussed his desire to see a representative from Brown City consider running for this position next year. Attorney Stremers commented that he has attended these MML meetings/functions in the past and they are highly informative.

Motion by CM Walters, second by CM Loutzenhiser, to cast "yes" votes for the 5 representatives names submitted. Motion carried.

7. **Public Hearings:** The Planning Commission has scheduled two Public Hearings for July 7th at 7:15 and 7:30 PM. The first to consider a zoning change for 7201 Maple Valley Road from High Density Single Family Residential to Mixed Use District. The owner's intent is to remodel the building into four apartments with a possible commercial section. The second is to repeal the City of Brown City Medical Marijuana Dispensaries Zoning Ordinance 152.300; and add 15.025 Prohibited Land uses. The required letters have been mailed and notice submitted to the *Banner*.
8. **Mapleview Estates:** The City sent a letter to the owner of Mapleview Estates (certified/return receipt) and received no response. The City requested the City Attorney to contact Mapleview's attorney. The original letter and Mapleview's attorney's response is enclosed (green). A meeting with the owner and his attorney is scheduled for Monday, June 27th at 6:00 PM. City Manager explained that the meeting provided a commitment for a more proactive approach from Mapleview Estates regarding occupancy numbers in homes as well as access to locks for shut offs.
9. **Brown City Clean-Up Days:** The DPW and Knox Disposal did an outstanding job with the annual clean-up days. However, apparently some residents were confused as to when and what would be collected. May wish to provide greater notification next year than newspaper ads and radio spots.
10. **July 4th:** City Hall will be closed July 4th in honor of Independence Day.
11. **George Street Sewer Shut-off Valve:** The City received the initial estimate for replacing the valve at George Street. The engineer had estimated the cost at around \$3K and this project was approved by the City Council. However, with the changes to the project the new estimate could run as high as \$12K-\$15K. The sewer fund does not currently have the funds to proceed with this project. How does the City Council wish to proceed?

Discussion concerning this issue. The City Council tasked the City Manager to get additional estimates for this project and to look at alternative courses of action.

PERSONAL APPEARANCES:

1. **Mr. Lehn King** – City’s 2010/2011 financial records audit overview.

Mr. King reviewed audit findings for the 2010-2011 financial audit and reviewed the status of each fund of the City of Brown City. Overall, the City is in good financial condition with no financial discrepancies noted.

Motion by CM Walters, second by CM Navock, to accept the 2010-2011 City Financial Audit as presented. Motion carried.

ATTORNEY’S REPORT:

Attorney Stremers agreed that if Mapleview Estates follows through with their commitments made at this evening’s meeting, that City water bill collection should be resolved. He suggests that at least 2 billing cycles are completed before determining if progress has been made.

Attorney Stremers provided a brief update pertaining to Medical Marijuana issues.

TREASURER’S REPORT: None.

MAYOR’S REPORT:

Mayor Lee complimented the Fireman regarding their pursuit and return with 911 artifact from the World Trade Center as well as her pleasure with the ceremony and the large turnout for this event.

COMMITTEE REPORTS:

1. Police – none.
2. Water & Sewer – none.
3. Tax & Finance – none. Soybean Festival – next meeting 7-12-11 @ 6:30 pm.
4. Streets & Sidewalks –none.
5. Buildings & Grounds – none.
6. Personnel – none.

GENERAL CONCERNS OF THE COUNCIL:

CM Jacobson requested a continued inspection of work to be completed near her property and Mr. Beldock on Wells Street.

CM Loutzenhiser again stated that he feels it is important that any stop sign requests be reviewed on an individual basis.

CM Walters stated that a small tractor pull took place in town over the weekend and that no advertising was available for this.

PUBLIC QUESTIONS & COMMENTS:

County Commissioner Daws provided a brief report pertaining to Sanilac County business.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Jacobson, second by CM Walters, to adjourn at 8:00 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk