

BROWN CITY COUNCIL PROCEEDINGS
July 22, 2013

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, Robert Jacobson, Dan Loutzenhiser, Ross McIvor, Julie Miller, and Bill Walters, City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

ABSENT: None.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM McIvor, to accept the Regular Meeting Minutes of July 8, 2013 as presented. Motion carried.

PAY BILLS:

Motion by CM Pat Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$12,117.64 (5852-5868), Payroll - \$12,444.73 (6045-6059 plus EFT), Major Street - \$90.00 (3794), Sanitary Sewer - \$10,165.31 (3315-3318), Water - \$12,292.40 (2239-2243), Arsenic Abatement - \$19.05 (1217), Storm Sewer - \$880.00 (1143). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: Report reviewed. Mayor Christine Lee inquired about the five “repair water shutoff or repair storm drain” that were listed in the activities of the DPW. City Manager Clint Holmes replied that all had rusted out and were repaired by the DPW.

PERSONAL APPEARANCES: None Scheduled.

UNFINISHED BUSINESS: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

MANAGER'S REPORT:

- 1. Well #3 Overhaul and VFD:** Northern Pump & Well completed work on Well #3. The VFDs have been installed on Welles #3 and #4 and are now fully operational
- 2. Well #3 Auxiliary Engine:** The DPW Foreman has located the operator's manual for the Continental six cylinder M330 that served as the emergency back-up power supply at Well #3. The motor was removed from Well #3 and is available for inspection at the DPW Garage. Emergency power is now supplied to Well #3 by a natural gas-powered electric generator. The motor plus the power take-off will be put on an on-line auction for disposal.
- 3. 2013 Infrastructure Projects:** The City received the approved permit from MDEQ for the 2013 Water Main Project. Fleis & Vandenbrink has completed the engineering, plans, bid packages and public notice for bids. Engineering and plans for repairs and the public notice for bids for Walter and East Maple Streets were delivered to City Hall on July 18th by Huron Consultants. The jobs are being advertised in the Sanilac County News, have been posted on the City's website, and notices mailed to those that bid on the Walter Street Water Main Project and the City's last street project respectively. Bids will be opened at City Hall on August 6th for the Water Main Project and August 8th for the Street Project at 2 PM. Bids will be available for City Council action at the August 12th meeting.
- 4. Village of Ravenna:** The City received a request for information from the Village of Ravenna, located northeast of Grand Haven, concerning water and sewer rates and DPW pay and benefits. Copies of our rate sheet, fee schedule, and spreadsheet detailing DPW pay and benefits were forwarded to the Village on July 16th.
- 5. 6766 St Marys Street:** The property owner has had some basement flooding incidents over the past couple of years. He excavated a portion of his front yard and discovered an old City combination sewer pipe that was gushing water. Because it was apparently a City-installed pipe, the City agreed to provide 350' of 6" field tile and the DPW would connect the tile to the pipe and seal off the pipe in the direction of the house. The property owner agreed to install the remainder of the tile. The trench was dug, tile installed and covered. The project was apparently completed on July 17th.
- 6. EMCOG:** The last meeting of the Eastern Michigan Council of Governments (EMCOG) was in Tawas City on Friday, July 12th. Reports were provided on transportation, land use and asset management. EMCOG received a food assessment grant and is working to set up area farmers markets and food distribution systems. They are also applying for a Regional Prosperity Grant for \$250K. Following that meeting was a meeting of the EMCOG Regional Economic Development (RED) Team. The primary topic of discussion was the status of the MDOT Northern Michigan Freight Rail Assessment being conducted by Michigan State University and a consulting firm out of Florida. Expect the study to be completed within the next year.
- 7. City Water Tower:** The City finally received an approved permit from MDEQ to repair and repaint the water tower. Utility Services has scheduled this project for September.

8. Park Sign: The sign required by DNR to complete the Park Pond Project was delivered and installed by the DPW on July 18th. Now the final paperwork can be completed and forwarded to DNR to close out the grant and for the City to receive \$35,000 in reimbursements.

9. Tax Foreclosed Parcels: The Sanilac County Treasurer notified the City that 6872 St. Marys Street and 4218 Maple Street will be sold at a tax auction on August 21st. An open house is scheduled for both houses on August 14th. The City has the opportunity to purchase either or both houses for taxes and fees owed. Is there any interest by the City Council to acquire these properties?

The City Council expressed no interest in acquiring these properties.

10. City Hall Bookcases: A local contractor estimated cost for the two bookcases needed for the City Treasurer and Appraiser, and approved by the City Council, at about \$800. Instead, I decided to build the two bookcases. The cost for materials was \$393.31. They should be completed and delivered to City Hall by July 22nd.

The City Manager will submit a bill for \$393.31 to the City for the materials to build the two bookcases. The payment of this bill will need the approval of the City Council at their next regular meeting on August 12, 2013.

11. City Police Car: The report from the Michigan State Police concerning the accident on May 31st still has not been issued.

The City Police Car has had a few problems with the computer. It was taken to Tubbs Brothers Inc. in Sandusky for repair. It has been fixed. In driving to Sandusky to pick up the above stated Police Car the second Police Car was making unwanted noises that needed to be checked out. The first Police Car was picked up and the second Police Car was left to be repaired.

12. Weeds and Grass: The City continues to enforce Ordinance 91.10 Noxious Weeds and Grasses. Most recent letters were sent concern 4231 Fourth, 6784 St Marys and 4263 First Streets. The DPW has been directed to cut the grass in the rear of 4111 Third Street. Also, junk vehicle notices were sent to 7117 Welles and 4203 Maple Streets.

The City Manager reported that the grass at the old airport runway has been cut. The DPW cut the grass at 4111 Third Street.

ATTORNEY'S REPORT:

The City Attorney Gregory Stremers had nothing to report. However, City Manager Clint Holmes had a couple of questions concerning recent Michigan Medical Marijuana Act court cases. City Attorney Gregory Stremers said he would do some checking into the matter.

TREASURER'S REPORT: None.

MAYOR'S REPORT:

1. Marriage Ceremony:

Mayor Christine Lee reported that she had conducted a Marriage Ceremony on July 20, 2013 for Rebecca Wilcox and Timothy Teal.

2. MML Workers Comprehension Fund Election:

Mayor Christine Lee reported that she is to vote in the 2013 Fund Trustee Election for the MML Workers Comprehension Fund by August 12, 2013.

COMMITTEE REPORTS:

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

GENERAL CONCERNS OF THE COUNCIL:

CM Pat Jacobson asked if we had authority over the lawn mowing on Parkside Drive as the weeds are well over the accepted height. City Manager Clint Holmes stated that we did and that he has already been checking into whom to send a notice to.

CM Walters received a complaint from a senior citizen about two youngsters, thought to be around ten years old, riding their bikes around midnight. She questioned whether the City curfew was being enforced.

CM Walters, in speaking of the ParPlan, stated that they are not being consistent on their grants. Our Policemen were denied a grant while our Fire Authority was approved.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM R. Jacobson, to adjourn at 7:18 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk