

BROWN CITY COUNCIL PROCEEDINGS
NOVEMBER 8, 2021

MEETING CALLED TO ORDER BY MAYOR JULIE MILLER AT 7:00 P.M.

PRESENT: Mayor Julie Miller, Councilmembers: Stacy Biel, Patricia Jacobson, Christine Lee, Eugene Navock, Ross Mclvor, and Walter Robison; City Attorney Gregory Stremers, City Manager Clint Holmes, City Clerk Rhonda Johnson, Police Chief Ron Smith.

ABSENT: None.

GUESTS: Robert Jacobson, Mike Vislosky, Becky Vislosky, Joel Wyatt, Olan Dombroske, Robin Daugherty, and Chris Page.

PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER.

PRESENTATION OF PROCLAMATION TO DR. DOMBROSKE FOR OUTSTANDING SERVICE TO THE COMMUNITY.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Navock, Second by CM Mclvor, to Approve the Minutes of October 25, 2021, as Written.

Motion Carried.

PAY BILLS:

Motion by CM Jacobson; Second by CM Lee, to Pay Bills in the Following Funds: General - \$63,402.05 (10611 - 10642), Payroll - \$18,788.07 (10025 - 10041 includes EFT), Major Streets – \$63.25 (4077 - 4078), Local Streets - \$21,800.00 (4375), Sewer - \$510.00 (4004 - 4005), Water - \$1,092.35 (3414 - 3421), Lead & Copper - \$1,500.00 (109), Storm Sewer - \$27.96 (1338), Equipment - \$1,672.11 (1782 - 1785).

Motion Carried.

PERSONAL APPEARANCES:

1. Ms. Robin Daugherty – Request for exception to Ordinance 92.06 (D) chickens/ducks.

Discussion of regulatory ordinance. Discussion of past precedent of thirty-day extensions.

Motion by CM Mclvor, Second by CM Robison, to grant a thirty-day extension for removal of chickens and ducks.

Roll Call Vote: CM Biel – Yes, CM Jacobson – Yes, CM Lee – Yes, CM Mclvor – Yes, CM Navock – Yes, CM Robison – Yes.

6 Yays, 0 Nays, 0 Absent, 0 Abstaining. Motion Carried.

PUBLIC QUESTIONS & COMMENTS:

1. County Commissioner Joel Wyatt discussed the changes to the County Districts for 2023.

POLICE REPORT:

1. Police Chief Smith provided a written report and reported the purchase of a new police car.

Motion by CM Lee, Second by CM Mclvor, to Approve the Purchase of the Chevy Tahoe for \$40,393.

Roll Call Vote: CM Biel – Yes, CM Jacobson – Yes, CM Lee – Yes, CM Mclvor – Yes, CM Navock – Yes, CM Robison – Yes.

6 Yays, 0 Nays, 0 Absent, 0 Abstaining. Motion Carried.

UNFINISHED BUSINESS:

1. Water Rate Review – See Manager's Report #2.

PUBLIC HEARING: None.

ORDINANCES: None.

RESOLUTIONS: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **6892 Maple Valley Road:** Request permit to install ~661' of underground coaxial in conduit by directional boring along east and west sides of Maple Valley Road to provide telecommunications service. COMCAST request.

Motion by CM Biel, Second by CM Navock, to approve permit to install ~661' of underground coaxial in conduit by directional boring along east and west sides of Maple Valley Road to provide telecommunications service. Motion Carried.

2. **4212 4th Street:** Request permit to install ~120 feet of white PVC picket fence along the east property line and across the front of the home. Setback must be at least 33' from the center of 4th Street.

Motion by CM Mclvor, Second by CM Robison, to approve permit to install ~120 feet of white PVC picket fence along the east property line and across the front of the home. Setback must be at least 33' from the center of 4th Street. Motion Carried.

MANAGER'S REPORT:

1. **New Police Car:** On November 4th, the Brown City Police Department picked up a new car to replace the 2010 Crown Victoria. The vehicle was purchased through the State of Michigan MIDEAL program which resulted in substantial savings. The vehicle was the last available in the state and was located in Grand Rapids. The new patrol car is a Chevy Tahoe police package and will need to have light-bar, police markings and other accoutrements installed before the vehicle is ready for patrol duties. Estimate it to be mission ready by the end of the year.

2. **MRWA:** The rate expert from the Michigan Rural Water Association is scheduled to be here on November 17th to review options for changing the current utility rates structure. The process is expected to take 1-2 days.
3. **RFP For Engineering:** Spicer continues work on the Capital Improvement Plan associated with the DWAM Grant. However, to help ensure the City gets the best price possible on the next phase of the Lead and Copper Abatement mandate, Spicer and the City discussed what should be next in the program. Consensus was to replace the water main on Second Street between St Marys and Walter Street in 2022 with replacement paving in 2023. Step one is to request proposals for engineering of the project. Recommend releasing the Request for Proposals (RFP) with a deadline of Thursday December 9, 2021 at 2:00 P.M. Consensus of the Council to release RFP.
4. **Brown City Area Fire Authority:** The Authority Board held their regular meeting on November 2nd. Because the meeting included interviews with all of the firefighters, it lasted from 7-11:30 PM. Fire Department officers were appointed by the Board. Congratulations to: Fire Chief Justin Holsworth, Deputy Fire Chief Travis Blatt, Captain Ryan Hinman, Lieutenant Larry Workman and Safety Officer James Schemanske. The 2021-2022 Budget Amendment was approved and the auditor's contract renewed for five years. Additionally, Chief Holsworth requested substantial pay raises for the officers and firefighters. A memo detailing the costs of a range of pay increases was produced and the matter will be addressed at the next regular meeting of the Board on January 4th. The City's representative to the Board – Councilmember Christine Lee – will need a recommendation from the City Council to take to the January meeting of the BCAFA Board. Special meeting November 9, 2021, at 10 a.m.
5. **No Overnight Parking:** Residents are reminded that there is no overnight parking on City streets between November 1st and March 31st. The Brown City Police Department will ticket vehicles that are in violation of this ordinance. The signs stating this policy are located east and west on M-90 and north and south on Maple Valley Road. They are not uniform. Signs will be replaced.
6. **Main Street Repair:** The DPW opened a trench in front of MVP. The existing clay pipe was apparently repaired sometime well before the 1990s. They had used two foot sections of clay pipe and apparently left a gap between two sections. This allowed the inflow of dirt from above. The Vac-truck from Crosswell was used to clean the dirt out of the line on either side of the catchbasin. The DPW constructed a new catchbasin and replaced the 25' section of 12" pipe with PVC. Once the City lines up a contractor for the replacement concrete, the project will be completed.

7. **Third Street:** Astec Asphalt completed the grading and repaving of Third Street on October 27th at the original estimated cost of \$21,800. The company charged an additional \$1,500 to install HMA at other locations in the City to include patching the excavations from the DWAM Grant. No issues were reported.
8. **DPW Foreman:** The DPW Foreman/Supervisor opening was advertised in the County Press and Sanilac County News as well as on PublicWorksCareers.com, MRWA and ZipRecruiter.com. Also, letters were sent to Croswell, Marlette, Peck, Sandusky, Port Sanilac, Capac, Yale, Lexington, Carsonville, Deckerville, Imlay City and Port Huron with a letter asking that the enclosed job information be posted .
9. **DTE:** The City asked what the procedure would be to convert all of the streetlights to LED both for purpose of uniformity and the possibility of saving money. The current annual electric bill from DTE for streetlights is about \$38,000. Cost for LED is estimated at \$40,000 and could save up to \$13,600 per year. DTE also said this would be an opportunity to “swap out certain fixtures for a different type or if you wanted to add any lighting anywhere.”

Motion by CM Lee, Second by CM Robison, to convert all the city’s street lights to LED at a cost of \$40,000.

Roll Call Vote: CM Biel – Yes, CM Jacobson – Yes, CM Lee – Yes, CM Mclvor – Yes, CM Navock – Yes, CM Robison – Yes.

6 Yays, 0 Nays, 0 Absent, 0 Abstaining. Motion Carried.

10. **Board and Commission Appointments:** The terms for certain members of the City’s Boards and Commissions expire next month. The Mayor will be sending letters to incumbents asking if they desire reappointment. However, one person needs to be identified to fill a position on the Election Commission and another is needed for the Planning Commission. Please provide any recommendations to the Mayor.
11. **Michigan Public Policy Survey:** The most recent survey, concerning local government leader’s views on the continuing impacts of the COVID-19 pandemic on Michigan communities and local governments was recently released. A summary of the survey (blue) is enclosed. A copy of the 21-page survey is available for review at City Hall.
12. **FOIA:** The City received a Freedom of Information Act (FOIA) from Green For Life Environmental of Flint requesting: All public records, bids, RFP, including, but not limited to; the contract between City Of Brown City and the company currently providing the hauling of municipal solid waste, recycling (if applicable) and yard waste. Please include pricing information and addendums to same. The information requested was provided and the FOIA was closed.

13. Sanilac County Sheriff Department: The City contracted with the Sheriff Department to provide additional coverage to partially fill the gap in Brown City Police Department coverage for the first couple of weeks in October. Cost was \$1,955.42 for personnel and vehicles.

14. Veterans Day: The City and DPW Offices will be closed on Thursday, November 11th in commemoration of Veterans Day. The DPW will have a representative on call.

ATTORNEY'S REPORT: City Attorney Stremers reported that he was available for any questions from the Council. There were none.

TREASURER'S REPORT: None.

CLERK'S REPORT:

1. 7 Commissioner District Plan Sanilac County effective 1-1-2023.

MAYOR'S REPORT:

1. Trunk or Treat Report: Well attended and good participation.
2. Tree Lighting Ceremony – December 3rd at 6 p.m.
3. Thank you note from the Festival Committee to the Council for donation of Fireworks.
4. A letter was sent expressing the Mayor's disappointment to the Governor that the city was not informed of her visit.
5. Park and Recreation Board Alternate

Motion by CM Jacobson, Second by CM Mclvor, to appoint Stacy Biel as alternate for Christine Lee on the Brown City Park and Recreation Board. Motion Carried.

COMMITTEE REPORTS:

1. Building and Grounds (Mclvor) – Nothing.
2. Personnel (Biel) – Nothing.
3. Police / Fire Authority (Lee) – Fire Authority meeting Nov. 9 at 10 a.m.
4. Streets and Sidewalks (Navock) – Nothing.
5. Tax and Finance (Jacobson) – Nothing.
6. Water and Sewer (Robison) – Nothing.

GENERAL CONCERNS OF THE COUNCIL: None.

PUBLIC QUESTIONS & COMMENTS:

1. Chris Page asked why the need and when to expect the results of the Michigan Rural Water Association study.
Discussion of the need for a review of options for changing the current utility rate structure. Discussion of expecting the results for the first council meeting in December.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Lee, Second by CM Jacobson, to Adjourn the November 8, 2021, Meeting of the City Council at 8:12 p.m. Motion Carried.

Respectfully submitted,

Rhonda Johnson
City Clerk