

BROWN CITY COUNCIL PROCEEDINGS
APRIL 25, 2022

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

PRESENT: Mayor Julie Miller, Councilmembers: Stacy Biel, Patricia Jacobson, Christine Lee, Ross McIvor, Eugene Navock, and Walter Robison; City Manager Clint Holmes, City Attorney Gregory Stremers.

ABSENT: City Clerk Rhonda Johnson.

GUESTS: David R. Van Cura, DPW Foreman Michael Vislosky, Police Chief Ronald Smith, Robert Jacobson, Jamie Bird, Jamie Cummings, Steve Schneider, Robert Christensen, Jennifer Hine, Gayle Coulter, Kim Hart, Marlene Cummings, Katlyn Cummings, Allen Cooney, Terry Wallace, Amanda Wallace, Sam Gingell, Brenda Gingell, Nicole Bothwell, Roger Woodruff Jr.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

- 1. Regular Meeting of April 11, 2022.

MOTION BY CM NAVOCK, SECOND BY CM BIEL, TO APPROVE THE MINUTES OF APRIL 11, 2022 AS WRITTEN. MOTION CARRIED.

PAY BILLS:

MOTION BY CM JACOBSON, SECOND BY CM LEE, TO PAY BILLS IN THE FOLLOWING FUNDS: General - \$31,813.27 (10871 – 10885), Payroll - \$1,3618.26 (10228 – 10242), plus EFT \$4,128.26), Major Streets – \$1,080.00 (4085), Local Streets - \$2,277.40 (4381 – 4382), Sewer - \$4,635.13 (4031 – 4033), Water - \$6,509.07 (3474 – 3479), Arsenic Abatement - \$566.00 (1592 – 1594), Equipment - \$11,100.00 (1802), EXCEPT the amount of \$112.50 in General Fund due to Touma, Watson, Whaling, Coury ... for work done for the Brown City Festival Commission. They are responsible for this charge.

MOTION CARRIED.

PERSONAL APPEARANCES:

1. Maple Valley Estates – C&C Land Development and Coulter Real Estate. Jamie Cummings of C&C Land Development and his attorney Steve Schneider appeared before the City Council to discuss C&C Land Development’s plan to develop Maple Valley Estates for HUD approved single wide and double wide manufactured homes. The lots would be for sale and for rent. Mr. Cummings discussed his plans for improve the infrastructures in Maple Valley Estates.

The City would need to amend City Ordinances to address this type of home and the 20’ minimum width requirement.

The Mayor, Councilmembers and members of the audience asked questions.

The consensus of the City Council is to send the proposal back to the Planning Commission. The next scheduled Planning Commission Meeting is scheduled for May 5, 2022. At that time they can schedule a public hearing to be held at the Planning Commission Meeting of June 2, 2022 to discuss options.

Attorney Stremers explained the process to change an ordinance.

MOTION BY CM NAVOCK, SECOND BY CM BIEL, to send back to the Planning Commission the proposal for development of Maple Valley Estates.

ROLL CALL VOTE: CM Biel – Yes, CM Jacobson – Yes, CM Lee – Yes, CM Mclvor – Yes, CM Navock – Yes, CM Robison – Yes; 6 – Yeas, 0 – Nays, 0 – Absent, 0-Abstain. Motion Carried.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT:

A written report was accepted with no questions. The DPW will be using the street sweeper from Sandusky to sweep streets tomorrow.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None scheduled.

RESOLUTIONS:

1. **Resolution 22-06** – A Resolution to Formally Apply for Assistance from the Risk Reduction Grant Program (RRGP): To purchase ten (10) Type III barricades with Telespar Feet and Uprights to better control traffic flow, especially during Main Street events at a cost of about \$3,923.00 to be split between the City and the RRGP.

MOTION BY CM LEE, SECOND BY CM BIEL, to approve Resolution 22-06.

ROLL CALL VOTE: CM Biel – Yes, CM Jacobson – Yes, CM Lee – Yes, CM Mclvor – Yes, CM Navock – Yes, CM Robison – Yes; 6 – Yeas, 0 – Nays, 0 – Absent. Motion Carried.

ORDINANCES: None scheduled.

PETITIONS & COMMUNICATIONS:

1. **3953 Burnsline Road – Llink Technologies:** Request a permit to bore / install several hundred feet of fiber optic cable. Must have permit from MDOT before boring under M-90.

MOTION BY CM ROBISON, SECOND BY CM McIVOR, TO APPROVE A PERMIT TO Llink Technologies to bore / install several hundred feet of fiber optic cable. Must have permit from MDOT before boring under M-90.

MOTION CARRIED.

MANAGER'S REPORT:

1. **CLFRF/NEU/ARPA:** In order to receive funds from the federal government, to include those actually distributed by the state, we are required to have a Dun & Bradstreet number and CAGE Code, which the City does. Now we are required to apply for a Unique Entity ID. The application process was less than straightforward but the City was assigned the new number. The City was able to get the 12-digit Unique Identity ID and successfully completed the report for the \$131,360.88 made available to the City via the state. The City has received the first half of the funds and will get the remainder this summer.
2. **Union Negotiations:** Have not heard from the union since March 11. The contract expired on March 31st. The City has not received an extension letter.

3. **Second Street Project:** The City sent a letter to Murray Underground congratulating them on winning the bid on April 12, 2022. Letters were sent to the others at the same time thanking them for their bids and asking them to bid on future projects. The contract and bond documents were forwarded to Murray Underground by Fleis & Vandenbrink on April 19th. Once signed by Murray Underground and copies sent to the City for signature, the project can be scheduled. Also, the City received the approved water repair permit from EGLE earlier today.
4. **DTE Streetlights:** The City received the contract from DTE to convert existing streetlights to LED. The City Attorney has reviewed the contract. Cost to convert is about \$39,021.12 with annual savings expected of around \$6,000.

MOTION BY CM BIEL, SECOND BY CM ROBISON, to approve the contract between DTE and the City to convert existing streetlights to LED and authorize the Mayor and City Clerk to sign the contract.

ROLL CALL VOTE: CM Biel - Yes, CM Jacobson - Yes, CM Lee - Yes, CM McIvor - Yes, CM Navock - Yes, CM Robison - Yes; 6 - Yeas, 0 - Nays, 0 - Absent.

Motion Carried.

MOTION BY CM JACOBSON, SECOND BY CM McIVOR, to install a new street light near 7146 Welles Street.

ROLL CALL VOTE: CM Biel - Yes, CM Jacobson - Yes, CM Lee - Yes, CM McIvor - Yes, CM Navock - Yes, CM Robison - Yes; 6 - Yeas, 0 - Nays. 0 - Absent.

Motion Carried..

5. **GFL Environmental:** The City received notice that GFL Environmental, the company that bought out Knox Disposal and took over their contract is switching their pick-up day from Monday to Thursday (orange). We are working with them to determine if this affect the schedule for Brown City Clean-up Day tentatively planned for June 20th.
6. **Fire Hydrant Flushing:** The Brown City DPW plans to flush fire hydrants May 16th through May 20th as part of this semi-annual program. Hydrant flushing will usually take place during the day. Residents may notice some discoloration in the water during this process. Residents are advised not to wash white or light colored clothes during this period. This notice will be published in the Brown City Banner on May 4th and May 11th and will be posted on Channel 6.

ATTORNEY'S REPORT:

Attorney Stremers gave Mayor Miller a check for \$1,500.00 from Family Fun Tyme Amusement to settle the amount due to the Brown City Festival Commission from two years ago.

TREASURER'S REPORT: None.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. A Proclamation for Brown City High School 2022 Valedictorian Joseph Gingell and a Proclamation for Brown City High School 2022 Salutatorian Kendra Webster were signed by the Council Members and will be presented at the next meeting. There will also be several other proclamation honoring students to be presented at that time.
2. The Brown City Festival Commission received a check from Family Fun Tyme Amusement for one half of the deposit made two years ago.
3. The City received the permit application for the June 11th Brown City Days Fireworks. Recommend approving the permit and authorizing the Mayor to sign on behalf of the City.

MOTION BY CM JACOBSON, SECOND BY CM LEE, TO APPROVE THE FIREWORKS PERMIT APPLICATION FOR JUNE 11 WITH RAINDATE OF JUNE 12 AND TO AUTHORIZE THE MAYOR TO SIGN ON BEHALF OF THE CITY. MOTION CARRIED.

4. Plans are continuing for the Memorial Day Parade.
5. A house located on Welles Street and a house located on East Main Street are in very poor condition. The City Manager and Police Chief will work with the City Attorney to resolve this issue.

COMMITTEE REPORTS:

1. Building and Grounds (McIvor) – None.
2. Personnel (Biel) – CM Biel scheduled a Personnel Committee Meeting for Monday, May 9, 2022 at 6:30 P.M. to discuss the search for a new city manager.
3. Police / Fire Authority (Lee) – CM Lee informed the Council that Police Officer Dillon Morgan has taken another job. His last day of work will be May 6, 2022.
4. Streets and Sidewalks (Navock) – CM Navock reported that the Streets & Sidewalk Committee met prior to this Council meeting to review the streets that need resurfacing and to submit the information to Spicer Engineering for cost information.
5. Tax and Finance (Jacobson) – None.
6. Water and Sewer (Robison) – None.

GENERAL CONCERNS OF THE COUNCIL:

1. CM Robison asked about –
 - a. The City's water and sewer system supporting the proposed development of Maple Valley Estates.
 - b. The shed at Kilpatrick Apartments.
 - c. If GFL will be providing recycling.
 - d. The City's financial liability for cemetery, park, library.

MOTION BY CM LEE, SECOND BY CM ROBISON, TO EXTEND THE MEETING BEYOND 9:00 P.M. MOTION CARRIED.

Police Chief Smith gave a report on the status of the house located at 7132 Welles Street. The house is in dangerous condition. Attorney Stremers explained the steps necessary to have the house condemned. Chief Smith the City Manager and Attorney Stremers will begin the condemnation process.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

MOTION BY CM LEE, SECOND BY CM JACOBSON, TO ADJOURN THE APRIL 25, 2022 MEETING OF THE CITY COUNCIL AT 9:19 P.M.

MOTION CARRIED.

Respectfully submitted,

David R. Van Cura
Administrative Assistant