

BROWN CITY COUNCIL PROCEEDINGS
October 10, 2022

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

PRESENT: Mayor: Julie Miller; Councilmembers: Stacy Biel, Christine Lee, Ross McIvor, Eugene Navock, and Walter Robison; City Managers Clint Holmes and Charles Bennett, and City Clerk Rhonda Johnson.

ABSENT: Pat Jacobson, City Attorney Gregory Stremers, and DPW Foreman Mike Vislosky.

GUESTS: Pam Willer.

PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: One addition to Petitions and Communications.

CORRECTION & APPROVAL OF MINUTES:

1. **Motion by CM Navock, Second by CM Robison, to Approve the Minutes of the Regular Meeting of City Council, September 26, 2022, as written. Motion Carried.**

PAY BILLS:

Motion by CM Lee, Second by CM Biel, to Pay Bills in the Following Funds:

General - \$27,759.09 (11146 – 11187), **Payroll - \$19,692.75** (10416 – 10437 includes Operating Engineers – Dues - \$75.60, EFT - \$4,559.84), **Major Street - \$944.78** (4107 - 4109), **Local Street - \$678.32** (4393), **Sanitary Sewer - \$717.10** (4074 – 4077), **Water - \$34,858.99** (3548 - 3557), **Arsenic Abatement - \$46,170.69** (1613 - 1615), **Equipment - \$1,146.10** (1824 – 1825).

Motion Carried.

PERSONAL APPEARANCES: None.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Presented in writing with no questions.

UNFINISHED BUSINESS: **Resolution 22-11** – Appointment of Provisional District Library Board members. Tabled.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS:

1. **Resolution 22-12:** A Resolution Formally Causing To Be Levied A Special Tax Or Assessment To Recover Monies Owed The City Of Brown City.

Motion by CM Biel, Second by CM Robison, to adopt Resolution 22-12 - A Resolution Formally Causing To Be Levied A Special Tax Or Assessment To Recover Monies Owed The City Of Brown City.

Roll Call Vote: CM Navock – Yes, CM Robison – Yes, CM Mclvor – Yes, CM Biel – Yes, CM Lee – Yes, CM Jacobson – Absent. 5 – Yays, 0 – Nays, 1 – Absent, 0 – Abstaining. Motion Carried.

2. **Resolution 22-13 – Addition to the Duties of the City Clerk.**

Motion by CM Lee, Second by CM Biel to adopt Resolution 22-13 - Addition to the Duties of the City Clerk.

Roll Call Vote: CM Navock – Yes, CM Robison – Yes, CM Mclvor – Yes, CM Biel – Yes, CM Lee – Yes, CM Jacobson – Absent. 5 – Yays, 0 – Nays, 1 – Absent, 0 – Abstaining. Motion Carried.

ORDINANCES:

1. **Introduction of: An Ordinance to Amend The Brown City Code By Repealing Section 152.178 Of Title XV Land Usage Of Said Code And Adopting In Its Stead Section 152.178A Of Title XV Land Usage. Introduced by CM Robison.**

PETITIONS & COMMUNICATIONS:

1. **6936 George Street:** Request for permit to install approximately 221 feet of 6' chain-link fence in the side and backyards.
Motion by CM Navock, Second by CM Robison, to approve request for permit to install approximately 221 feet of 6' chain-link fence in the side and backyards. Motion Carried.
2. **4209 Main Street:** Requests permit to expand the existing door at the rear of the building. County permits are required. **Motion Carried.**

MANAGER'S REPORT:

1. **2022-2023 Budget Amendment:** The City's mid-year budget amendment normally takes place in late October or early November. The current plan is to schedule this for the October 24th meeting of the City Council. The Tax & Finance Committee decided that no committee meeting is required for this amendment. A Public Meeting is not required for a budget amendment, but is required for the new 2023/2024 budget in March.
2. **DPW Employee:** The City placed advertisements for the vacant DPW employee position with the *Sanilac County News*, the *County Press*, GST Michigan Works!, and the MML. Applications were due to City Hall by October 6th. The City received very few applications. Interviews may be scheduled when the DPW Foreman returns to work.
3. **Drain Assessment:** The City received the 2022 Drain Assessment from Sanilac County. The total bill was \$803.56 which was only slightly more than the budgeted amount.
4. **Storm Water Issues:** Michigan Pipe Inspection and Tri-City VAC evaluated the storm water mains under Main Street. They cleaned and videotaped the pipe from the Post Office to where it empties into the County Drain at Maple Valley Road. Coordination with MDOT resulted in MDOT agreeing to pay all costs associated with this project. The City expects to receive a copy of the final report.

5. **Streetlights:** DTE is in the process of replacing existing streetlight bulbs with LED fixtures. The project should be completed soon.
Also, the new streetlight at 7146 Welles Street was successfully installed.
 6. **National Pollutant Discharge Elimination System (NPDES):** This permit is required so that the City can periodically clean the pipes and tanks associated with the water production and arsenic removal facilities located at Well #3 and Well #4. The permit must be renewed periodically. The renewal application was submitted October 8, 2020. Once the public review process is complete, expect the permit to be issued to the City.
 7. **EGLE Site Visit:** A representative from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) inspected the City's two water wells, water tower, and treatment facilities on September 29th. No discrepancies were reported. A formal report generally follows within a few weeks.
 8. **Potential Lawsuit:** A busker who performed at a Park function is claiming that his electronic equipment was damaged due to an electric power fluctuation. He is threatening to sue for the \$2,000 to replace the equipment. An incident report has been filed with the City's insurance company. The amount is below the City's deductible but could grow if a lawsuit is filed.
 9. **Fire Hydrant Flushing:** The Brown City DPW plans to flush fire hydrants October 17th through October 21st 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 was published in the Brown City Banner on October 5th and posted on Channel 6.
 10. **MDOT Category B Grant:** The City applied for a Cat B Grant to assist with the costs of repaving Second and First Streets next summer. The Office of Economic Development received applications requesting over \$19 million for a \$3 million annual appropriation. MDOT announced the winners last week. Brown City was not selected.
 11. **Speed Limit Signs:** The DPW installed two new 40 MPH Speed Limit signs. One at the eastern City Limits on M-90 and one in front of Blue Bird Enterprises. The current "speed zone ahead" sign was moved about 200 yards to the east.
 12. **Radar Speed Signs:** The City received an advertisement for radar speed signs. Does the City Council wish to purchase these signs, and if so, where should they be installed?
- Discussion of: Grant available that may pay 50% of cost and location and quantity of signs needed.**
- Consensus of Council to have the City Manager try for a grant for four signs.**

ATTORNEY'S REPORT: City Attorney Stremers absent.

TREASURER'S REPORT: None.

CLERK’S REPORT:

1. The Public Accuracy test will take place at 5:00 PM on Thursday, November 3rd at City Hall.
2. Extended voter registration hours will be from 7:00 AM to 3:00 PM at City Hall on Saturday, November 5th.
3. The Brown City election polls will be open from 7:00 AM to 8:00 PM on Tuesday, November 8th at City Hall.
4. Filing deadline for City write-in candidates for the November 8th Election is 4:00 PM on Friday, October 28th at City Hall. The required “Write-In Candidate Declaration of Intent” form is available for download at Michigan.gov.

MAYOR’S REPORT:

1. Rhonda Johnson submitted a letter of resignation to resign the position of City Clerk effective November 11, 2022.

Motion by CM Mclvor, Second by CM Navock, to accept Rhonda Johnson’s resignation as City Clerk effective November 11, 2022. Motion Carried.

2. Appointment of Pam Willer as City Clerk effective November 14, 2022.

Motion by CM Mclvor, Second by CM Navock, to approve the appointment of Pam Willer as City Clerk effective November 14, 2022. Motion Carried.

3. Fall Fun in the Park:
Trunk N Treat: 2-4 p.m.
Friday October 21 and Saturday October 22 – Haunted Trail 8-10 p.m.
Saturday October 22 – Chili Cook-Off 5-7 p.m.

COMMITTEE REPORTS:

1. Building and Grounds (Mclvor) – Nothing.
2. Personnel (Biel) –
3. Police / Fire Authority (Lee) – Resigned Fire Authority. Mayor will take minutes.
4. Streets and Sidewalks (Navock) – Nothing.
5. Tax and Finance (Jacobson) – Absent.
6. Water and Sewer (Robison) – Nothing.

GENERAL CONCERNS OF THE COUNCIL:

1. CM Biel asked about a bucket on the sidewalk.
2. Discussion of Planning Commission members.

PUBLIC QUESTIONS & COMMENTS: None.

CLOSED SESSION: None Scheduled.

ADJOURNMENT:

Motion by CM Mclvor, Second by CM Lee, to Adjourn the October 10, 2022, Regular Meeting of the City Council at 7:37 p.m. Motion Carried.

Respectfully submitted,

Rhonda Johnson
City Clerk