

BROWN CITY COUNCIL PROCEEDINGS

JANUARY 28, 2019

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

PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER.

PRESENT: Mayor Julie Miller, Councilmembers: Stacy Biel, Patricia Jacobson, Christine Lee, Eugene Navock, and Ross McIvor; City Manager Clint Holmes and City Clerk Juanita Smith.

ABSENT: Councilmember Alecia Parks and City Attorney Gregory Stremers.

GUESTS: Mike Vislosky from the City DPW and Police Officer Adam Stracenrider.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Navock, second by CM Biel, to accept the Regular Meeting Minutes of January 14, 2019 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General - \$11,663.77** (9035-9049), **Payroll - \$14,859.58** (8764-8782 plus EFT), **Major Street - \$94.52** (3982), **Local Street - \$378.07** (4308), **Sanitary Sewer - \$67,536.58** (3790-3791), **Water - \$2,994.87** (3023-3027), and **Equipment - \$1,332.58** (1649-1652). Motion carried.

PERSONAL APPEARANCES:

Mike Vislosky from the City DPW asked about the school getting salt from the City. He said that they did not always let the City know when they were taking it and how much they took. He questioned if we were to be keeping track or if the school was to let us know when they were getting the salt. Mike also said that the trailer park was good about letting them know how much they took and when they took it. People may come and get salt for their driveways in a 5 gallon pail but not 5 or 6 pails as a few are doing. Clint will have a talk with Phil about the rules for receiving salt from the city.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: Report reviewed. No questions or concerns about the report. However, CM Chris Lee said she had heard complaints about the snow being plowed into the middle of Main Street until it could be hauled away. She wondered about purchasing a large blade to fit on our equipment to move lots of snow at a time. There was a motion at this time for a meeting of the tax and finance committee.

Motion by CM Pat Jacobson, second by CM Chris Lee, to set a meeting of the Tax and Finance Committee for March 11, 2019 at 6:00 p.m. to review the final budget amendment and the 2019-2020 City Budget prior to them being submitted to the City Council for action at the regular meeting. Motion carried.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS:

1. **Resolution 19-01:** A Resolution Allowing The Board Of Review To Act Upon Written Requests From Taxpayers.

Motion by CM Jacobson, second by CM Navock, to adopt Resolution 19-01: A Resolution Allowing The Board of Review To Act Upon Written Requests From Taxpayers.

ROLL CALL VOTE: CM Biel – Yes, CM Mclvor – Yes, CM Lee – Yes, CM Navock – Yes, CM Jacobson – Yes, CM Parks – Absent. 5 Yes Votes, 0 No Votes, 1 Absent, 0 Abstaining. Motion carried.

2. **Resolution 19-02:** A Resolution To Formally Adopt Guidelines For Poverty Exemptions For Property Taxes.

Motion by CM Lee, second by CM Biel, to adopt Resolution 19-02: A Resolution To Formally Adopt Guideline For Poverty Exemptions For Property Taxes.

ROLL CALL VOTE: CM Parks - Absent, CM Biel – Yes, CM Mclvor – Yes, CM Lee – Yes, CM Navock – Yes, CM Jacobson – Yes. 5 Yes Votes, 0 No Votes, 1 Absent, 0 Abstaining. Motion carried.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER’S REPORT:

1. **Sewer Inspection:** Michigan Pipe Inspection completed the cleaning and TV inspection of the City’s sewer mains north of Main Street and did some free follow-up work last week. The owner of the company will be meeting with staff next week to provide a detailed report on the status of the system.
2. **AT&T Cell Antenna:** AT&T has requested information from Thumb Cellular, Air Advantage and the City water tower maintenance company (Utility Services) as well as information concerning the rates being paid by Thumb Cellular. There was some delay in getting the information from Thumb Cellular but all has been forwarded to the engineer at AT&T. Expect a proposal from the AT&T representative (Haley Law Offices) in the near future.
3. **Thelman Avenue Street Project:** The Request for Proposals for the Thelman Avenue and Belview/Autumn Gold Drive Project is being let. Bids will be opened at 2:00 PM on Thursday February 21st. The City Council can review the bids and take action at the regular February 25th meeting. The RFP states that both the Thelman Avenue Project and Maple Valley Road Project can take place simultaneously.

4. **City Webpage:** The City has been unable to update the webpage because of a security upgrade from Microsoft in early January that denies access to the page for updates. To resolve this issue, the City needed to acquire an SSL Certificate. Secure Sockets Layer (SSL) certificates, sometimes called digital certificates, are used to establish an encrypted connection between a browser or user's computer and a server or website. The City is working with IT Right and the cost is \$100 for a two year certificate. The City's server is being updated with the SSL and access should be available soon for updates.
5. **Census 2020:** The census will have a representative in Brown City next month to recruit workers for Census 2020. Information is available at www.2020census.gov/jobs for anyone interested. Having an accurate count of residents is critical for representation in congress and applying for grants and loans from the federal government.
6. **Main Street Tree:** Raymond Tree Service has submitted a bid of \$300 to trim the tree just east of Linda Lou's. The tree adjacent to Maple Valley Plastics will be evaluated after the house at 4109 Main Street is demolished. How does the City Council wish to proceed?

There was no objection from the Councilmembers so Raymond Tree Service will be notified to trim the tree just east of Linda Lou's for a fee of \$300 (Three Hundred Dollars). We will wait and evaluate the tree adjacent to Maple Valley Plastics later.

7. **Veterans' Memorial fence:** The City has contacted several fencing companies concerning continuing the fence around the perimeter of the Veterans Memorial on Main Street. The only estimate received was from Brothers' Fence of Deckerville for \$3,304.14. Work can be completed as soon as the ground softens. How does the City Council wish to proceed?

Motion by CM Lee, second by CM Novack, to contract with Brothers' Fence of Deckerville to continue a fence around the perimeter of the Veterans Memorial on Main Street for the cost of \$3,304.14 (Three Thousand Three Hundred Four Dollars and fourteen cents) which will come out of the money in the Veterans Fund held at Tri County Bank. Motion carried.

8. **Board of Review:** The Brown City Board of Review will meet March 11th and 12th. All tax payers in the City of Brown City are reminded that the Board will hear protests at City Hall on Monday, March 11 – 1:00 PM to 4:00 PM and 6:00 PM to 9:00 PM and Tuesday, March 12 – 9:00 AM to 12:00 PM and 1:00 PM to 4:00 PM. By City Council resolution, the Board of Review is authorized to act upon written request from all Brown City taxpayers who are unable to attend the meeting in person concerning their current property assessment. The Notice will appear on Channel 6 and three times in the *Banner*.

ATTORNEY'S REPORT: None. City Attorney was absent.

TREASURER'S REPORT:

IT Right will be coming in on Thursday with a new computer for the City Treasurer.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. Discussion of Main Street banners – Display Sales.

Motion by CM Lee, second by CM Biel, to approve the purchase order for 16 (sixteen) flag banners at a cost of \$2,590 (Two Thousand Five Hundred Ninety Dollars). Motion carried.

2. Discussion of battery powered PA System

There was much discussion on the PA system the City was looking at and just what different terms meant as to the sound given out and the wind whistling through the microphone. City Manager Clint Holmes will research further and determine if 300 amps is sufficient for our needs.

Mayor Miller reminded the Councilmembers that State Senator Dan Lauwers would be hosting 5 regional meetings open to municipal leaders from within the 25th State Senate District if anyone was interested in attending. Different dates in February were given with several different locations.

COMMITTEE REPORTS:

1. Building and Grounds (Mclvor) – None.
2. Personnel (Parks) – Absent.
3. Police / Fire Authority (Lee) – None.
4. Streets and Sidewalks (Navock) – None.
5. Tax and Finance (Jacobson) – None.
6. Water and Sewer (Biel) – None.

GENERAL CONCERNS OF THE COUNCIL:

CM Lee asked Police Officer how things were going with our snowy weather, to which he replied that things were going okay—no problems at this time.

CM Lee also thanked the City DPW workers for plowing both the streets and sidewalks in a timely manner and for the nice job that was done.

PUBLIC QUESTIONS & COMMENTS:

DPW employee Mike Vislosky gave the city just a “heads up” at this time about a sewer that will need to be dug up in the Kosal yard very close to their swimming pool. City Manager Clint Holmes reminded him that we do have a 30’ right of way if needed.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT: Motion by CM Lee, second by CM Mclvor to adjourn at 7:37 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk