

BROWN CITY COUNCIL PROCEEDINGS
FEBRUARY 22, 2021

In accordance with PA 228, this meeting was conducted remotely via Zoom. Meeting ID: 950 2034 7709

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

PRESENT: Mayor Julie Miller, Councilmembers: Stacy Biel, Patricia Jacobson, Christine Lee, Eugene Navock, and Walter Robison; City Manager Clint Holmes, City Clerk Rhonda Johnson.

ABSENT: Councilmember Ross McIvor.

GUESTS: Seth Benson.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

1. Motion to accept minutes of the February 08, 2021 regular meeting as written.

MOTION BY CM NAVOCK, SECOND BY CM LEE, TO APPROVE THE MINUTES OF FEBRUARY 08, 2021 AS WRITTEN.

ROLL CALL VOTE: CM BIEL-YES, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-ABSENT, CM NAVOCK-YES, CM ROBISON-YES.

YEAS: 5, NAYS: 0, ABSTENTIONS: 0, ABSENT: 1. MOTION CARRIED.

PAY BILLS:

MOTION BY CM LEE; SECOND BY CM JACOBSON, TO PAY BILLS IN THE FOLLOWING FUNDS: General - \$7,671.13 (10247-10256), Payroll - \$16,259.09 (9757-9770), Major Streets - \$1,591.32 (4045), Local Streets- \$4,590.33 (4354-4355), Sanitary Sewer - \$1,126.32 (3953-3955), Water – \$1,753.17 (3310-3312), Arsenic - \$81.32 (1540-1541), and Equipment - \$556.55 (1752).

ROLL CALL VOTE: CM BIEL-YES, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-ABSENT, CM NAVOCK-YES, CM ROBISON-YES.

YEAS: 5, NAYS: 0, ABSTENTIONS: 0, ABSENT: 1. MOTION CARRIED.

DPW REPORT: Written report reviewed.

PERSONAL APPEARANCES: Seth Benson for permit request.

PUBLIC QUESTIONS & COMMENTS: None.

UNFINISHED BUSINESS: **Ordinance 31-200:** An Ordinance Establishing The Brown City Park And Recreation Commission For The Purpose Of Managing, Financing, Operating And Improving The Community.

PUBLIC HEARING: None.

ORDINANCES: None.

RESOLUTIONS: None.

PETITIONS & COMMUNICATIONS:

1. **4273 Grant Street:** Request permit to build a 20' X 24' pole barn adjacent to the east side of the existing home. Structure is required to meet Appendix K setbacks and dimensions provided to owner.

MOTION BY CM LEE, SECOND BY CM NAVOCK, to grant the permit to build a 20'x24' pole barn adjacent to the east side of the existing home. Structure is required to meet Appendix K setbacks and dimensions provided to owner.

ROLL CALL VOTE: CM BIEL-YES, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-ABSENT, CM NAVOCK-YES, CM ROBISON-YES.

YEAS: 5, NAYS: 0, ABSTENTIONS: 0, ABSENT: 1. MOTION CARRIED.

MANAGER'S REPORT:

1. **Reed Street Repaving Project:** The City plans to hold a pre-construction meeting with Astec Asphalt and Spicer Group the week of February 22nd to discuss the Reed Street Project and possibly identify when the work will begin.
2. **Board of Review:** Rules passed down from the state require that the Board of Review meet virtually via phone or conference call or "in person if allowed by MDHHS order." The Board will meet on Monday, March 8th from 9-12 and 1-4 PM and again on Tuesday, March 9th from 2-5 PM and 6-9 PM. Appointments must be made and documentation forwarded to the Board by Friday, March 5th (lavender). Individuals wishing to discuss issues with the Board should contact City Hall to make an appointment.
3. **City Budget:** The final amendment to the 2020-2021 Budget and 2021-2022 Budget must be approved by the City Council not later than the March 22nd meeting. At a minimum, may need to schedule a Personnel Committee meeting to discuss pay adjustments and must schedule a Tax and Finance Committee meeting to review the budgets prior to submission to the City Council for action on March 22nd.

A Personnel Committee meeting was scheduled for March 8th at 6:30 PM and a Tax and Finance Committee meeting was scheduled for March 22nd at 6:00 PM.

4. **Per- and Polyfluoroalkyl Substances (PFAS):** The City submitted water samples from each well to Michigan EGLE for PFAS retesting. The tests came back "not detected." Based on the results of that test, the City should only have to test annually.
5. **Junk Car Letters:** The City mailed several letters (covering a total of 11 vehicles) requiring that owners license and/or insure vehicles on their property or remove them by March 2nd.
6. **Council Chambers:** E & J Construction has completed the records storage room in the old library. Dan Rowley Drywall is tentatively scheduled to begin wallpaper removal and painting of the room in mid-March. Once that schedule is firm, the carpet can be ordered and then installed. The new furniture is set to arrive at the supplier within the next week and will be stored, unassembled, until the room is ready.
7. **Fire Hydrants:** The City thanks the Brown City Fire Department crew that cleared the snow out from around the City's fire hydrants. This is an excellent example of service to the community and the Fire Department and its leadership are commended for this action.
8. **Brown City DDA:** The DDA is working with Tri-County Bank to finalize the status of 4223 Main Street. Documents are in the final review process and should be signed soon.

- 9. **Comcast / Xfinity:** Comcast / Xfinity has completed the installation of a digital network and will switch over to an all digital network in Brown City on March 9th and complete the process on March 23rd (green). Customers will probably need upgraded equipment installed to continue to receive TV service and the current channel line-up will change. Comcast Xfinity customers should contact 1-800-xfinity to avoid service interruptions.
- 10. **COVID-19:** Customers should use mail, email, the utility payment drop box and telephone for conducting business if possible. City Hall is open to the public by appointment only, and masks must be worn and no more than one customer at a time should be in City Hall.
- 11. **Crossing Guard:** Councilmember Navock found a crossing guard, Kristyna Hine, to work morning and afternoons.

ATTORNEY’S REPORT: None.

TREASURER’S REPORT: None.

CLERK’S REPORT: None

MAYOR’S REPORT:

Mayor and City Council Priorities Spreadsheet: Copies provided to the City Council.

COMMITTEE REPORTS:

- 1. Building and Grounds (McIvor) – Non.
- 2. Personnel (Biel) – Meeting on Monday, March 8th at 6:30 p.m.
- 3. Police / Fire Authority (Lee) – None.
- 4. Streets and Sidewalks (Navock) – None.
- 5. Tax and Finance (Jacobson) – Meeting on Monday, March 22nd at 6:00 p.m.
- 6. Water and Sewer (Robison) – None.

GENERAL CONCERNS OF THE COUNCIL: None

PUBLIC QUESTIONS & COMMENTS: None.

CLOSED SESSION: None.

ADJOURNMENT:

MOTION BY CM LEE, SECOND BY CM JACOBSON, TO ADJOURN THE FEBRUARY 22, 2021 MEETING OF THE CITY COUNCIL AT 7:18 P.M.

ROLL CALL VOTE: CM BIEL-YES, CM JACOBSON-YES, CM LEE-YES, CM MCIVOR-absent, CM NAVOCK-YES, CM ROBISON-YES.

YEAS: 5, NAYS: 0, ABSTENTIONS: 0, ABSENT: 1. MOTION CARRIED.

Respectfully submitted,

Rhonda Johnson
City Clerk