

BROWN CITY COUNCIL PROCEEDINGS

April 27, 2020

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, Christine Lee, Ross McIvor and Walter Robison; City Manager Clint Holmes and City Clerk Juanita Smith.

ABSENT: Councilmembers Eugene Navock and Patricia Jacobson, City Attorney Gregory Stremers.

GUESTS: Police Officer Adam Stracenrider.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM McIvor, second by CM Biel, to accept the Regular Meeting Minutes of March 23, 2020 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Biel, to pay the bills in the following funds: General - \$68,197.27 (9745 – 9787), Payroll - \$20,421.99 (9355 – 9383 plus EFT, Payroll – 3/29/20 to 4/7/20 - \$15,235.99 (9385 – 9401 plus EFT), Payroll – 4/8 20 to 4/21/20 - \$24,660.39 (9402 – 9418 plus EFT), Total Payroll Fund - \$60,318.39, Major Street - \$1,602.68 (4024 – 4025), Local Street - \$3,200.72 (4342 – 4343), Sanitary Sewer - \$8,577.26 (3871 – 3878), Water - \$17,978.69 (3182 – 3195), Arsenic Abatement - \$9,816.37 (1495 – 1503) and Equipment - \$38,079.17 (1711 – 1718). Motion carried.

POLICE / DPW REPORT: Report reviewed. No questions or concerns. Police Officer Stracenrider did report that things were very quiet in town.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS:

1. **Resolution 20-05:** A Resolution to Formally Adopt Guidelines for a One-Time Vacation Buy-Back/Extension Adjustment.

Motion by CM Biel, second by CM Lee, to approve Resolution 20-05: A Resolution to Formally Adopt Guidelines for a One-Time Vacation Buy-Back/Extension Adjustment. ROLL CALL VOTE: CM Navock – Absent, CM

Jacobson – Absent, CM Robison - Yes, CM Biel – Yes, CM Mclvor – Yes, CM Lee – Yes. 4 Yes votes, 0 No votes, 2 absent, 0 abstaining. Motion carried.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER’S REPORT:

- 1. Reed Street Water Project:** The engineer for the Reed Street Water Main Replacement Project, Spicer Group, opened bids for the project on April 23rd. Seven of the thirteen firms who received the Request for Proposals responded. The bids ranged from \$164,109 to \$271,460. The complete bid list is attached. The City has already secured the required permits from EGLE. How does the City Council wish to proceed?

Motion by CM Mclvor, second by CM Lee, to accept the bid from Murray Underground Systems out of Fort Gratiot, MI for \$164,109 (One Hundred Sixty-Four Thousand, One Hundred Nine Dollars) to do the Reed Street Water Main Replacement Project. ROLL CALL VOTE: CM Jacobson – Absent, CM Robison – Yes, CM Biel – Yes, CM Mclvor – Yes, CM Lee – Yes, CM Navock – Absent. 4 YES VOTES, 0 NO VOTES, 2 ABSENT, 0 ABSTAINING. MOTION CARRIED.

- 2. Agri-Valley Services:** Broadband user interest surveys were mailed out at the end of last month. So far, AVS has received 36 responses to the online survey and just under 50 returned in the mail. There were just a few that replied with no interest, the rest seemed very positive. Mailed copies continue to trickle in. A copy of the 19-page survey results from the online survey is available for your review.

As there has not been many responses returned the question was presented to the Council, “How do we motivate the residents of the City to send their survey back in?”

Motion by CM Mclvor, second by CM Robison, to send out postcards to each household asking the citizens to return the survey or to go on line to complete it. This would be done only if Agri-Valley Services would extend their deadline to have the survey returned. The original deadline was April 15, 2020. Motion carried.

- 3. Water Shut-Offs:** Executive Order 2020-28 does not allow water shut-offs for non-payment until the order is rescinded. As a result of this order, the City Council approved a moratorium on water shut-offs until May 26th and a periodic review of this policy. This date was selected since by Ordinance the City shuts off water on the first Tuesday following the last Friday of the month. However, the EO states in paragraph 5: “Nothing in this order abrogates the obligation of a resident to pay for water, prevents a public water supply from charging any customer for water service, or reduces the amount a resident may owe to a public water supply.” As happens every month, the City mailed out notices stating that the 10% late fee had been added to the account and payment was overdue. 105 notices out of a total of 624 accounts were mailed. Some residents have said that the City cannot add late fees. The EO clearly states that no shut-offs are allowed, but public water supplies can continue charging for the service.

4. **Maple Valley Estates:** The City contacted the owner of the Maple Valley Apartments. He coordinated with the owner of the subdivision, and the lift station was repaired at their expense.
5. **Asphalt Crack Filling Machine:** The City contracted with National Highways Maintenance System (NHMS) to provide an asphalt crack filling machine and sealant. Two pallets of sealant were delivered to the DPW Garage on April 23rd. The DPW will work with NHMS to have the machine delivered sometime in May.
6. **COVID-19:** The City continues to closely monitor the situation. The DPW is working two individuals per week with the third on call. The bookkeeper was reduced from three days to one day. Police, admin and custodial staff are working normal hours. No overtime is being authorized. No employees have exhibited symptoms. Reopening City Hall, once the Governor's "Stay Home, Stay Safe" order is lifted, will require addition of the same type of barriers as they have at the Post Office and customers visiting City Hall will be required to wear masks. We are still emphasizing use of mail, the drop box and telephone for conducting business.

ATTORNEY'S REPORT: None. (Attorney was absent)

TREASURER'S REPORT: The City Treasurer has been working with the City Attorney to zero out certain long past due accounts.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. Approval of Proclamations for:
 - a. Valedictorian Kaitlyn Fletcher.
 - b. Salutatorian Shayla Goddeeris.

Motion by CM Lee, second by CM Mclvor, to award Proclamations to Valedictorian Kaitlyn Fletcher and to Salutatorian Shayla Goddeeris at the May 25th Council Meeting. Motion carried.

COMMITTEE REPORTS:

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

GENERAL CONCERNS OF THE COUNCIL:

CM Mclvor said he had heard many comments about switching days for the Hog Town Run and/or the Brown City Festival.

Mayor Miller said that the fireworks slated for June are still on at this time.

City Manager Clint Holmes commented on Banners being flown in honor of the Seniors from Brown City High School. The Seniors pictures would be on the Banners.

Memorial Day Parade and Ceremony are questionable at this time but a service at the Brown City Cemetery should be of no problem.

Mayor Miller questioned whether the Council approved the building of a garage at the East end of town and the right-of-way leading into the garage. City Manager Clint Holmes will look into this.

PUBLIC QUESTIONS & COMMENTS: None.

CLOSED SESSION: None Scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Biel, to adjourn the meeting at 7:49 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk