

BROWN CITY COUNCIL PROCEEDINGS
May 22, 2017

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: Pat Jacobson, Gerald Kosal, Christine Lee, Ross Mclvor, Alecia Parks, and William Walters; City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

ABSENT: None.

GUESTS: Steven Kovac representing the Brown City Banner Newspaper and Mike Vislosky.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM Mclvor, to accept the Regular Meeting Minutes of May 8, 2017 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: General - \$15,162.70 (8024-8041), Payroll - \$14,347.64 (7917-7935 plus EFT), Major Street - \$396.29 (3915-3917), Local Street - \$476.32 (4263), Sanitary Sewer - \$1,899.37 (3643-3647), Water - \$1,399.08 (2780-2783), Arsenic Abatement - \$14.40 (1359) and Storm Sewer - \$45.00 (1238). Motion carried.

DPW REPORT: Report reviewed. No questions or concerns.

PUBLIC HEARING: None Scheduled.

UNFINISHED BUSINESS: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

PETITIONS & COMMUNICATIONS:

1. **4211 Vine Street:** Install 5' X 12' exterior deck on north side of house.

Motion by CM Parks, second by CM McIvor, to approve the application to install a 5' x 12' exterior deck on the north side of the house at 4211 Vine Street. Motion carried. The permit may be picked up at the City Hall on Tuesday, May 23, 2017 after 10:00 a.m. by the owner of the home. The owner must then go to Sandusky County Court House to pull the required permit.

MANAGER'S REPORT:

1. **City Street Crack Sealing:** The City rented a street crack filling machine for a week and is scheduled to arrive May 22nd. On-site training will be provided to the DPW Staff. Work will begin on Cade Road and proceed to the newer streets in the City: North Lincoln, James, John, Maple and Vine Streets.

The street crack filling machine did not arrive on May 22nd as scheduled. It will arrive in Brown City on May 23rd and on-site training to the DPW staff will be provided at that time.

2. **County Drain Cleaning:** The Drain Commissioner notified the City that beginning in June, Sanilac County has scheduled maintenance and cleaning of the Lapeer & Sanilac Intercounty Drain, to include that portion that goes through the City. Property owners that have personal drain tiles that empty into the drain are reminded that the County will not be responsible for any damage. The City was also told that the "Contractor will need 40' of each side of the drain, to do the maintenance."
3. **Memorial Day:** The Brown City High School Band plans to perform the themes from the four US military service branches at the Main Street Veterans' Memorial on Memorial Day morning. No other organizations have reported to the City plans for events at either the Veterans' Memorial or the Brown City Evergreen Cemetery.
4. **Water Quality Report:** The Consumer Confidence Report (CCR) is the annual report required by the state and federal governments summarizing information about drinking water quality provided during calendar year 2016. The document must be posted on the City's website; should be printed in the local newspaper on May 29th; and copies mailed to MDEQ and the Sanilac / Lapeer County Health Departments once approved by the City Council. The City met or exceeded all water quality requirements in 2016.
REQUIRES MOTION.

Motion by CM Walters, second by CM Lee, to release the 2016 Consumer Water Quality Report. The City Manager will ensure the document is distributed as required by state law and MDEQ Regulations. Motion carried.

5. **I.T. Right:** The company, I.T. Right, that the City contracted with for computer repair and installation services completed the process on May 5th with the installation of a server and network and antivirus and back-up programs and replaced the DPW computer. The City is acquiring email address rights and I.T. Right will continue work on updating the City's antiquated website.

6. **2016-2017 Annual Audit:** A representative from King and King visited the City Offices on May 11th and began the initial review of records, and interviewed staff, for the annual audit. The formal audit will take place June 14th and 16th.
7. **Part Time Police Officer:** The City has hired Dillon Howe as a part-time police officer beginning May 19th. He is a graduate of Marlette High School and Delta College Police Academy. He earned his police officer certification through the Grand Traverse County Sheriff's Department.
8. **Brown City Cleanup Day:** With the consent of the City Council, this annual event will be scheduled for Wednesday, June 21st. All appliances and scrap metal should be stacked separately from non-metal eligible items. The proposed notice is attached. Plan to run the notice in *The Banner* on June 5th and 19th.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

CLERK'S REPORT: None.

MAYOR'S REPORT:

Mayor Miller received an invitation to issue to the Council for an Installation at the Brown City Post Office for Tamara Taylor, new Postmistress, at the Post Office, 4160 Main Street at 1:00 p.m. on Friday, May 26th, 2017.

A letter was sent to Mayor Miller advertising a clandestine drug lab testing and decontamination service. This was from Blue Water Cleaning and Restoration out of Port Huron, MI.

Mayor Miller made sure the Councilmembers had all received Festival Day schedules.

COMMITTEE REPORTS:

1. Tax and Finance (Jacobson) – None.
2. Streets and Sidewalks (Kosal) – None.
3. Police (Lee) – None.
4. Building and Grounds (Mclvor) – None.
5. Personnel (Parks) – None.
6. Water and Sewer (Walters) – None.

GENERAL CONCERNS OF THE COUNCIL:

A concern was issued about a pile of 4 x 4's with rods sticking out at the corner of 1st and St. Marys Street. This could be a dangerous situation especially with children passing by.

Another concern was about a modular home on Main Street that people are driving around and throwing gravel, the weeds are long, and the place is cluttered.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Kosal, to adjourn at 7:18 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk