

BROWN CITY COUNCIL PROCEEDINGS

JUNE 22, 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, Patricia Jacobson, Christine Lee, Ross Mclvor, Eugene Navock and Walter Robison; City Manager Clint Holmes, City Clerk Juanita Smith and City Attorney Gregory Stremers.

ABSENT: None.

GUESTS: Joel Wyatt, Trudy Bowers, Savannah Goddeers, Mark Goddeers, Shayla Goddeeris, Kaitlyn Fletcher, Alecia Parks, Matt Muxlow, Melissa Fletcher.

PRESENTATION OF PROCLAMATION TO BROWN CITY HIGH SCHOOL VALEDICTORIAN AND SALUTATORIAN: Mayor Julie Miller presented individual Proclamations to Valedictorian Kaitlyn Fletcher and Salutarian Shayla Goddeeris of the Brown City Class of 2020. Pictures were taken of Kaitlyn and Shayla receiving their Proclamations from Mayor Miller.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:

City Manager Clint Holmes reported that there would be five additional items under Petitions and Communications and three additions under Personal Appearances.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Mclvor, second by CM Biels, to accept the Regular Meeting Minutes of June 8, 2020 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General - \$3,251.08 (9864 – 9877), Payroll - \$17,344.09 (9470 – 9487 plus EFT), Major Street - \$90.00 (4029), Sanitary Sewer - \$3,214.08 (3890 – 3895), Water - \$9,455.94 (3213 – 3220), and Arsenic Abatement - \$171.32 (1508 – 1509).** Motion carried.

DPW REPORT: Report reviewed. No questions or concerns.

PERSONAL APPEARANCES:

1. Joel Wyatt – Joel Wyatt, County Commissioner, came before the Council to give an update on business the County Commissioners have been doing. He also stated that he is running for County Commissioner again in November and asked for the Councilmembers' support.
2. Trudy Bower, County Treasurer, told of the main duties that she performs as a County Treasurer. She is running for County Treasurer again in November and asked for the Councilmembers' support.

3. Alecia Parks is a former Brown City Councilmember but moved out of town and therefore had to relinquish her position as a councilmember. Alecia is running for County Commissioner in November and asked for the Councilmembers' support.

PUBLIC QUESTIONS & COMMENTS: None.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **4174 Fourth Street:** Construct 30' X 40' garage. Must meet setback and height requirements in accordance with the City's land use ordinance Appendix K.

Motion by CM Lee, second by CM Mclvor, to approve the request for a building permit to construct a 30' x 40' garage at 4174 Fourth Street. This garage must meet setback and height requirements in accordance with the City's land use ordinance Appendix K. The owner of 4171 Fourth Street must contact Miss Dig prior to breaking ground. Motion carried. The building permit may be picked up at the City Hall after 10:00 a.m. on Tuesday, June 23, 2020. The owner of 4174 Fourth Street must then go to the Sanilac County Court House to acquire the required permits.

2. **4073 Third Street:** Install approximately 104' of 4' chain link fence along the property line portion that does not have existing fence.

Motion by CM Navock, second by CM Mclvor, to approve the request for a building permit for approximately 104' of 4' chain link fence along the property line portion of 4073 Third Street that does not have existing fence. The owner of 4073 Third Street must contact Miss Dig prior to breaking ground. Motion carried.

3. **7065 McMorran Street:** Install approximately 96' of 6' wood privacy fence.

Motion by CM Lee, second by CM Jacobson, to approve the request for a building permit for approximately 96' of 6' wood privacy fence at 7065 McMorran Street. The owner of 7065 McMorran Street must contact Miss Dig prior to breaking ground. Motion carried.

4. **4152 Main Street:** Remove existing sign and replace with larger version at the Sunoco service station.

Motion by CM Lee, second by CM Biel, to approve the request for a building permit to remove the existing sign and replace with a larger version at 4152 Main Street. This is a reissue of an expired permit from 2019. Motion carried.

5. **7085 Lincoln Street:** Install a backyard fence.
Motion by CM Biel, second by CM Mclvor, to approve the request for a building permit to install a backyard fence at 7085 Lincoln Street. The owner of the property at 7085 Lincoln must contact Miss Dig prior to breaking ground. Motion carried.

6. **4231 Fourth Street:** Demolish garage, construct a new 24' x 24' garage and build a new 22' x 23' addition onto the house.
Motion by CM Lee, second by CM Robison, to approve the request for a building permit to demolish a garage, construct a 24' x 24' garage on the same location and build a new 22' x 23' addition onto the west side of the house at 4231 Fourth Street. Motion carried. The building permit may be picked up at the City Hall after 10:00 a.m. on Tuesday, June 23, 2020. The owner of 4231 Fourth Street must then go to the Sanilac County Court House to acquire the required permits.

7. **4063 Third Street:** Install approximately 215' of 6' wood fence.
Motion by CM Lee, second by CM Biel, to install approximately 215' of 6' wood fence at 4063 Third Street. Motion carried.

MANAGER'S REPORT:

1. **Reed Street Water Main Replacement:** Murray Underground Systems of Port Huron began the water main replacement project on Wednesday, June 17th and should be done within about two weeks. The connection of the new water main to the mains at Main Street and Maple Street will be a "live tap." This means that residents on those streets will not lose water pressure or water service when the connections are made. The Main Street connection will be made on Wednesday or Thursday. The Maple Street connection should be completed by early next week. The contractor will notify residents on Reed Street when their lines are being connected to the new main. They should only lose water service for about 30 minutes, if there are no issues.
2. **Downtown Development Authority (DDA):** The DDA Board met on June 9th and directed that 4223 Main Street (Timeless Creations Building) be sold to cover the costs of the existing mortgage. Written sealed bids must be submitted on the REAL ESTATE SEALED BID FORM by mailing/delivering to City Hall, City of Brown City, 4205 Main Street, PO Box 99, Brown City, Michigan 48416 or to manager@cityofbrowncity.net. **Sealed Bids must be received at City Hall by 2 PM on Tuesday, June 30, 2020.**
3. **County Road Millage:** The City received the annual road millage payment in the amount of \$43,844.32. This amount was \$3,921.85 more than last year.
4. **BC Clean-up Day:** Clean-up Day took place Wednesday, June 17th. Postcards providing the date and associated pick-up requirements were sent to all residents who currently pay the monthly \$10 garbage collection fee. No issues were reported.
5. **Fire Hydrant Flushing:** The Brown City DPW plans to flush fire hydrants June 22nd through June 26th 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 Sanilac County News on June 15th and 22nd and is posted on Channel 6.

6. **Annual Audit:** King & King CPAs completed Phase I of the City's annual financial audit on June 15th and 16th. They also performed audits for the Fire Authority and City Library. Phase II is to complete the report of the City's audit. Anticipate that the results will be provided to the City Council in July.
7. **M-90 Reconstruction:** Work will include chip-sealing and in some locations, such as our downtown, repaving. The project is scheduled to begin in mid-July.
8. **COVID-19:** The City continues to closely monitor the situation. No employees have exhibited symptoms. We are still emphasizing use of mail, the drop box and telephone for conducting business. City Hall opened to the public on Monday, June 1st.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

CLERK'S REPORT:

Work is continuing in getting ready for the August 4th election. 104 AV applications have been received by the City. The ballots will start going out tomorrow, Tuesday, June 23rd. Because of the COVID 19 Virus the training place for the Election Inspectors had to be moved to a larger facility. The Firebird Theatre in Sandusky has been rented and 3 sessions of training will be held there on July 15th at 8:00 a.m., 10:30 a.m. and 1:00 p.m. Our Election Inspectors are all registered for one of the three classes. After many years of service working the elections Bud Render and Kate Loutzenhiser have chosen not to work at any more elections. Brown City had one MOVE ballot for this election and it has been sent. All signed petitions are due by July 21st. Twenty-five signatures are required – no money fee may be accepted in lieu of signatures.

MAYOR'S REPORT:

1. Brown City Fireworks – June 13th. The Brown City Fireworks went great. A large screen displaying pictures of the 2020 Senior Class was shown while the fireworks were going off.
2. A nice Thank You was received and read from Tim Wrathell, Candidate for Sanilac County Circuit Court. Tim Wrathell had appeared before the Councilmembers at the June 8th Council meeting.

COMMITTEE REPORTS:

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

GENERAL CONCERNS OF THE COUNCIL:

CM Lee said they had finally been able to have their training (orientation) session for the Region 7 – Area Agency on Aging.

CM Lee also said there are branches in Pepper Park that are hanging very low and could they be trimmed?

PUBLIC QUESTIONS & COMMENTS:

CLOSED SESSION: None Scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Jacobson, to adjourn the meeting at 7:33 p.m.
Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk