

# BROWN CITY COUNCIL PROCEEDINGS

## JUNE 26, 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 McIvor, 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; Angie Martus, Calvin Cook, Alisha Martus, Patie Martus, and Glenda Martus.

### **PRESENTATION OF PROCLAMATION TO:**

Brown City 2017 All Thumb Basketball Player **Calvin Cook**.  
A signed and framed Proclamation was presented to Calvin Cook, a Brown City 2017 All Thumb Basketball Player. Calvin's Proclamation was read aloud by Mayor Miller and pictures were taken of him accepting the proclamation from Mayor Miller.

### **ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:**

Clint Holmes reported that there would be two additional items to the Manager's Report.

### **CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Jacobson, second by CM Walters, to accept the Regular Meeting Minutes of June 12, 2017 as presented. Motion carried.

### **PAY BILLS:**

Motion by CM Jacobson, second by CM McIvor, to pay the bills in the following funds: **General** - \$7,182.31 (8076-8088), **Payroll** - \$18,316.17 (7976-7993 plus EFT), **Major Street** - \$180.50 (3923-3924), **Sanitary Sewer** - \$930.10 (3656-3659), **Water** - \$3,667.91 (2794-2800), **Arsenic Abatement** - \$180.95 (1362-1363), and **Equipment** - \$861.53 (1565). Motion carried.

**DPW REPORT:** Report reviewed. No questions or comments on the report. However, CM Jacobson asked if the property behind their house was going to be raised as it is laying in water after the recent rains. The plan, according to Manager Holmes, is to fix it when it is dry enough to be on the ground without getting stuck.

**PUBLIC QUESTIONS & COMMENTS:** None.

**UNFINISHED BUSINESS:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

**ORDINANCES:** None Scheduled.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

**MANAGER'S REPORT:**

- 1. City Master Plan:** The joint working group session of the City Council and Planning Commission will take place on Tuesday, June 27<sup>th</sup> at 7:00 PM in the City Library. Formal notices and the agenda were mailed to the members of the City Council and Planning Commission. Meeting will review requirements and establish a plan for the update of the City's obsolete Master plan. There will be cookies.
- 2. Property Foreclosures:** The City received from Sanilac County a special property foreclosure list for non-payment of property taxes. A careful review of property lines in the City by the Assessor revealed that four strips of property, located between recorded lot lines, have no listed owners. These strips are located between the following addresses: 4094 and 4104 Main Street; 7160 and 7142 Welles Street; 7166 Wells and 7159 Lincoln Streets; and 7180 Welles and 7189 Lincoln Streets. The analysis was done to clean up the parcel map for the City. The City has the opportunity to purchase them for the cost of the owed taxes; otherwise they will go up for auction on August 16, 2017. How does the City Council wish to proceed?

**The Councilmembers are not interested in purchasing the four strips of property that have no listed owners at this time.**

- 3. Tri-County Bank Building:** The site plan for the new Tri-County Bank Building proposed for the northeast corner of Main and James Streets was submitted to the City on June 15<sup>th</sup>. Following staff review, the site plan will be presented to the Planning Commission at their next regularly scheduled meeting on July 6<sup>th</sup> for review and action.
- 4. 2016-2017 Annual Audit:** King and King completed the annual financial audit for the City of Brown City, Brown City Library and the Brown City Area Fire Authority in the City offices on June 14<sup>th</sup> and 15<sup>th</sup>. The formal report to the City Council is scheduled for the July 10<sup>th</sup> meeting.
- 5. Lincoln Street Renovation Project:** The bonds and contracts are being completed by Astec Asphalt. They should be ready for presentation to the City Council for signature by the Mayor and Clerk. A schedule for the work is also to be presented at that time. Requires Motion.

**Motion by CM Walters, second by CM Parks, to authorize City Manager Clint Holmes to set up a contract for a Project Manager for the Lincoln Street Renovation Project. Motion carried. No signatures are required from the City for the completed bonds and contracts from Astec Asphalt for the Lincoln Street Renovation Project.**

- 6. Brown City Festival Commission CD:** The bank reported that the certificate of deposit (CD) for the Festival Commission needs to be updated. However, the bank first requires formal City Council action to change the name on the certificate from Thumb Soybean Festival to Brown City Festival Commission and authorize Mayor Miller and Councilmember Parks to be the signatories on the CD. Requires Motion.

**Motion by CM Lee, second by CM McIvor, to formally change the name on the Certificate of Deposit at the Tri-County Bank from Thumb Soybean Festival to Brown City Festival Commission. The motion also authorizes Mayor Miller and Councilmember Parks to be the Signatories of the CD. Motion carried.**

- 7. Brown City Community Park Settlement:** The Park Board has completed the insurance claim process for the vandalism and theft that took place in the Park last November. Repairs and replacements have been completed and the final payment of \$3,929.98 was received from the insurance company on June 23<sup>rd</sup>.
- 8. Brown City Cleanup Day:** This annual event took place Wednesday, June 21<sup>st</sup>. All material, of which there was not a great deal, was picked up except for some full paint cans and buckets.
- 9. Asset Management Training:** The MDEQ is sponsoring Asset Management 101 on Thursday, June 29<sup>th</sup> in Bay City. The DPW Foreman and City Manager will attend to learn the requirements associated with the latest unfunded mandate from Lansing. Class is scheduled for two hours in the morning.
- 10. Fiber Optic Cable Installation:** Frontier telephone has contracted with Bellwire Communications Construction to install fiber optic cable to the Exchange State Bank. The Miss Dig request has been submitted and work should begin in the area of Main Street and Cade Road in the very near future.

#### **ATTORNEY'S REPORT:**

City Attorney, Gregory Stremers, spoke of a scholarship that is available for each of the Councilmembers to apply for to attend classes if they wished to do so. Each of the scholarships is worth \$1000.

Attorney Stremers also reported that he is working on the water issues with multi-family housing units that are having water shut-off issues.

#### **TREASURER'S REPORT:**

The summer tax bills will be going out on Friday, June 30, 2017.

#### **CLERK'S REPORT:**

- 1. Voting Equipment Grant:** At the next Council Meeting a copy of the Voting Equipment Grant will be available for City Council review and action along with Resolution 17-11 – A Resolution to Formally Apply for Grant Assistance From The Michigan Secretary of State to Purchase A New Voting System.

**MAYOR'S REPORT:** None.

**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:**

CM Kosal said he had been approached by a citizen concerning the new fence on Lincoln Street. He wondered if the fence was taller than City regulations allowed. The City Manager stated that the limit, without a special permit from Sanilac County, was six feet.

The “No Parking” signs across from the Harrington Inn were causing some concern.

CM Parks asked for some clarification on slow moving vehicles on Main Street. Clint Holmes said the driver must be 12 years of age or older and accompanied by a licensed driver.

Fireworks were also discussed. The City only allows fireworks to be set off the day before, the day of, and the day after the holiday.

CM Walters asked about the status of the grant claim paperwork for the push camera that the City DPW purchased. City Manager Clint Holmes will check on this.

**PUBLIC QUESTIONS & COMMENTS:** None.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Walters, second by CM Lee, to adjourn at 7:32 p.m. Motion carried.

Respectfully submitted,

Juanita Smith  
City Clerk