

BROWN CITY COUNCIL PROCEEDINGS OCTOBER 26, 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 McIvor, Eugene Navock and Walter Robison; City Manager Clint Holmes, City Clerk Juanita Smith and City Attorney Gregory Stremers.

ABSENT: None.

GUESTS: Police Officer Emily K. Medaugh and Police Chief Ron Smith.

PROMOTION OF POLICE OFFICER EMILY K. MEDAUGH TO LIEUTENANT.

Pictures were taken of Police Officer Emily K. Medaugh having her new Lieutenant pins placed on her uniform collar by Police Chief Ron Smith and Mayor Julie Miller. The Councilmembers congratulated Police Officer Medaugh on her new Lieutenant position.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: Two additional items will be added to the Manager's Report reported City Manager Clint Holmes.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Navock, second by CM Biel, to accept the Regular Meeting Minutes of October 12, 2020 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Lee, to pay the bills in the following funds: **General** - \$10,684.02 (10062-10077), **Payroll** - \$15,948.53 (9630-9644 plus EFT), **Major Street** - \$161.42 (4041-4042), **Local Street** - \$465.64 ((4347), **Sanitary Sewer** - \$7,044.32 (3929-3931), **Water** - \$1,086.57 (3272-3274), **Arsenic Abatement** - \$27.15 (1525) and **Equipment** - \$130.00 (1734). Motion carried.

DPW REPORT: Report reviewed. No questions or concerns.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS:

1. **2020/2021 October Budget Amendment and Memo.**

2. RESOLUTION 20-08 – A Resolution Of The City Of Brown City To Amend The City’s 2020-2021 Budget To Better Reflect Revenues And Expenditures.

Motion by CM Lee, second by CM Navock, to adopt Resolution 20-08: A Resolution Of The City Of Brown City To Amend The City’s 2020-2021 Budget To Better Reflect Revenues And Expenditures. ROLL CALL VOTE: CM McIVOR – YES, CM LEE – YES, CM NAVOCK – YES, CM JACOBSON – YES, CM ROBISON – YES, CM BIEL – YES. 6 YES VOTES, 0 NO VOTES, 0 ABSTAINING, 0 ABSENT. Motion carried. Resolution adopted.

PETITIONS & COMMUNICATIONS: None Scheduled.

ORDINANCES:

- 1. Section 152.400:** An Ordinance of the City of Brown City amending the City of Brown City Title XV Land Usage Code by adding Section 152.400 by providing for Cultivation or Other Medical Use of Marihuana as a Medical Marihuana Home Occupation in Single-Family Dwellings, their location, definitions, conditions and standards.

The Brown City Planning Commission held a Public Hearing on the Ordinance on October 1st. They voted to forward the draft ordinance to the City Council recommending approval.

Ordinance was introduced at the last City Council meeting. Requires Motion.

Ordinance 152.400: An Ordinance of the City of Brown City amending the City of Brown City Title XV Land Usage Code by adding Section 152.400 by providing for Cultivation or Other Medical Use of Marihuana as a Medical Marihuana Home Occupation in Single Family Dwellings, their location, definitions, conditions and standards. Motion by CM Navock, second by CM Lee, to amend the Brown City Title XV Land Usage Code by Adding Section 152.400 -- providing for Cultivation or Other Medical Use of Marihuana as a Medical Marihuana Home Occupation in Single-Family Dwellings, their location, conditions and standards. ROLL CALL VOTE: CM LEE – YES, CM NAVOCK – YES, CM JACOBSON – YES, CM ROBISON – YES, CM BIEL – YES. CM McIVOR – YES. 6 YES VOTES, 0 NO VOTES, 0 ABSTAINING, 0 ABSENT. Motion carried. Ordinance adopted. Ordinance Section 152.400 will take effect in thirty (30) days.

MANAGER’S REPORT:

- 1. Sewer / Lift Station Project:** The City, Spicer and USDA-RD had a conference call on October 16th to discuss details associated with applying for a SEARCH Grant to fund a sanitary sewer modeling study. The initial eAuthentication account acquisition process, to include receiving access to the USDA-RD data base, was completed on October 21st. Additional application forms and access permissions must be granted by USDA-RD to continue the grant application process.
- 2. CRLGG Finalization:** The City received the mandatory training for governments receiving Coronavirus Relief Local Government Grants (CRLGG) program funds on Tuesday, October 13th. Since the City has already expended the \$10,816 for COVID-19 related wages and equipment, once the reporting process is opened, the City should only have to file a single report.

- 3. Delinquent Utility Payments:** The State of Michigan ordered public water utilities, including the City of Brown City, to not to shut-off water service to residents for non-payment of utility bills due to the COVID-19 pandemic. However, that program is expected to end soon. The City has about 20 accounts that have balances due stretching back to April. A letter will be sent to each of the account holders along with their November utility bill telling them the amount due and notifying them that a payment plan is available.

It was the consensus of the Councilmembers to send out the Utility Payment Plan Contract that City Manager Clint Holmes had drawn up and presented to the Councilmembers for their approval or to make changes to it.

- 4. Designated Assessor Interviews:** Sanilac County interviewed two individuals for Designated Assessor on October 14th. Each community in Sanilac County was required to participate in the selection process. The City gave their proxy vote to the county and they selected Mr. Robert Brazeau. He has been an assessor since 1978 and has worked in several communities. A copy of his résumé is available for review at City Hall. Recommend the City Council authorize the Mayor to sign the agreement with Sanilac County.

Motion by CM Lee, second by CM Jacobson, to authorize Mayor Julie Miller to sign the agreement with Sanilac County, on behalf of the City of Brown City, for the Sanilac County Interlocal Agreement for County Designated Assessor. Motion carried.

- 5. Impounded Cash:** The Brown City Police Department released \$1,300 in impounded cash to the City on October 15th. The money must be used for the purchase of police equipment, and has been assigned to the Police Car Reserve Account. The money was evidence in a bank robbery several years ago that has since been adjudicated.
- 6. Street Parking:** Residents are reminded that there is no on-street parking within the City Limits between November 1st and April 1st between the hours of 2:00 AM and 6:00 AM so as not to impede or interfere with snow removal efforts (City Ordinance §70.06 (L)). Violators may receive a Civil Infraction ticket and could be towed.
- 7. 2020 Tree Program:** The City contracted with Joe Biel and Flynn's Tree Service in Marlette to remove several dead and dying trees throughout the City. That work is complete. Plan to replace the trees once the reconstruction of Reed Street is completed next spring.
- 8. Informal Petitions:** Residents of Brown City who are registered voters may petition the City Council, for issues specifically identified in Michigan statutes, to require the City Council take action. Informal Petitions are used to express public opinion, such as a desire for the City Council to adopt, modify or repeal an ordinance. Recommend adopting a City Council Policy concerning Informal Petitions. Requires Motion.

Motion by CM Lee, second by CM Robison, to adopt a City Council Policy concerning Informal Petitions which are used to express public opinion such as a desire for the City Council to adopt, modify or repeal an ordinance. Motion carried.

9. **Treve's Party Store:** Little Texas Party Store is being sold to the owners of Treves Pizza. The closing is scheduled for October 28th. No permit is required to change the sign since the new one will be the same size. The City received notice from the Michigan Department of Licensing and Regulatory Affairs concerning the license transfer by the Michigan Liquor Control Commission.
10. **COVID-19:** The City continues to closely monitor the situation. No employees have exhibited symptoms. We are still emphasizing use of mail, email, the utility payment drop box and telephone for conducting business. City Hall is open to the public, but masks should be worn and no more than one customer at a time should be in City Hall.
11. **Crossing Guards:** There will be two different crossing guards at the Main Street Corner starting October 26, 2020. Tanya Murphy will be the Crossing Guard in the a.m. and Kristal Griswald will be the p.m. Crossing Guard.
12. **Autumn Gold Apartments:** There was a problem with a water line at the apartments which the DPW fixed. Tony Lung replaced the sidewalks that had to be taken out to fix the water line.

ATTORNEY'S REPORT: None. There was an inquiry about the Cemetery and he will report on that at a later meeting.

TREASURER'S REPORT: None.

CLERK'S REPORT:

The Public Accuracy Test is set for 5:00 p.m. on Tuesday, October 27th. The public is invited to attend.

228 AV ballots have been sent out with 156 having been returned.

The City office will be open Saturday, October 31st for voters to register and vote if they should choose to do so or AV ballots may be returned at that time.

MAYOR'S REPORT:

1. Trunk or Treat – Main Street between St Marys and James Streets - Saturday, October 31st.

Main Street will be closed between St. Marys and James Streets from 3:00 p.m. to 5:00 p.m. The actual Trunk or Treat will be from 4:00 to 5:00 p.m. with household Trick or Treating from 5:00 p.m. to 7:00 p.m.

The Christmas Tree Lighting Ceremony will be held on December 4th in front of the City Hall. Time to be announced at a later date.

COMMITTEE REPORTS:

1. Building and Grounds (Mclvor) – None.
2. Personnel (Biel) – None.
3. Police / Fire Authority (Lee) – Committee meeting October 15th.

At the Committee Meeting on October 15th the Committee discussed the following: Police Chief Severance package, Identifying appropriate rank and title and hourly wage and benefits, hiring Police Officer Emily K Medaugh at the rank of Lieutenant at a wage of \$20.50 per hour with wage and title adjustment at the end of her one-year probation, hiring an additional full-time officer at \$18.00 per

hour. Replacement of the Crown Victoria Police vehicle was an additional topic discussed.

4. Streets and Sidewalks (Navock) – None.
5. Tax and Finance (Jacobson) – None.
6. Water and Sewer (Robison) – None.

GENERAL CONCERNS OF THE COUNCIL:

CM Robison asked if the City had heard from Agri-Valley Services. City Manager Clint Holmes replied that he has not heard from them about their plans for installing fiber optic cable throughout the City.

PUBLIC QUESTIONS & COMMENTS: None.

CLOSED SESSION: None Scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Jacobson, to adjourn the meeting at 7:29 p.m.
Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk