

BROWN CITY COUNCIL PROCEEDINGS
December 23, 2019

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, Eugene Navock and Walter Robison; City Manager Clint Holmes and City Clerk Juanita Smith.

ABSENT: CM Patricia Jacobson and City Attorney Gregory Stremers.

GUESTS: Police Officer Adam Stracenrider.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Navock, second by CM McIvor, to accept the Regular Meeting Minutes of December 9, 2019 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Biel, to pay the bills in the following funds:

General - \$8,033.62 (9581 – 9594), Payroll - \$18,003.35 (9221 – 9247 plus EFT), Major Street - \$4,697.28 (4018 – 4019), Local Street - \$710.40 (4337), Sanitary Sewer - \$2,161.03 (3857 – 3860), Water - \$1,039.18 (3151 – 3154), Arsenic Abatement - \$817.78 (1479 – 1482) and Equipment - \$728.00 (1702 – 1703).

Motion carried.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

DPW REPORT: Report reviewed. No concerns or questions.

UNFINISHED BUSINESS: None Scheduled.

PUBLIC HEARING: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

MANAGER'S REPORT:

- 1. Lead and Copper Rule:** A formal report concerning the City's water infrastructure plus the results of enhanced testing are due to MEGLE prior to January 1st. The Preliminary

Distribution System Materials Inventory (DSMI) Report was completed and forwarded to MEGLE via email and mail on December 11th. The City will need to replace approximately 88 service leads to residences and businesses with a minimum of 5% each year so that all are replaced within 20 years. Additionally, of the City's 49,447 feet (9.36 miles) of water mains, the DPW Foreman and I recommend replacement of about 8,486'. How does the City Council wish to proceed?

2. **Water Asset Management Plan:** MEGLE released the requirements associated with Rule 1606 of the Administrative Rules of Act 399. As a result the City was required to complete and submit a comprehensive Water Asset Management Plan to MDEQ by December 31, 2017. Staff completed the document and forwarded it by the deadline. After taking almost two years to review the report, the City received a letter asking for additional information concerning how water rates were developed and updated. The amended document was due to MEGLE by January 1st. The revised Brown City Asset Management Plan and updated inventory and 20-year Water Capital Improvement Plan were submitted on December 12th.
3. **CVTRS Submission:** The City submitted the required four reports (Citizen's Guide, Performance Dashboard, Debt Service Report and Projected Budget Report) to the City, Village, and Township Revenue Sharing (CVTRS) program prior to the December 1st deadline. The City was then able to submit a formal reimbursement request (Form 5568 and associated contracts and invoices) to the Michigan Department of Treasury for the \$2,556 cost to generate and post the reports. The City was notified that the request had been received by the Department of Treasury, but they also said: "Please be advised while the Financial Data Analytic Tool Reimbursement program was included in the FY 2020 state budget, the work project funds allocated are awaiting legislative approval."
4. **Brown City Library:** The Brown City Library Board bought the Tri-County Bank Building located at 4222 Main Street on December 10th. Library Board President Mitchell stated that the architectural plans for the new library are nearing completion and should be presented to the Board in the near future. The Board is seeking donations to upgrade the building and improve the resources available to Brown City and area residents and visitors. If you are interested in supporting the new Brown City Community Library or have ideas on how to improve the library experience, please contact a member of the Library Board.
5. **Color Printer:** The City received the new color printer. However, it failed to work and a replacement has been ordered and is expected to arrive in early January.
6. **Christmas/New Year Holiday:** City Hall, police and DPW will be closed on Christmas Eve Day, Christmas Day, New Year's Eve Day and New Year's Day, which fall on Tuesdays and Wednesdays this season. A police officer will on duty, and a DPW employee will be on call. The employees of the City of Brown City want to thank the Mayor and City Council for the time off and wish them a very Merry Christmas and a Happy New Year.
7. **Spicer Group Report:** The Spicer Group has finished their report on the School Water problem which occurs when we have heavy rains and there is flooding at the school. A

meeting is set up for January 6, 2020 at 2:00 p.m. with Supt. Neil Kohler, City Manager Clint Holmes and Sam from the Spicer Group to meet to try to decide what can be done.

ATTORNEY'S REPORT: None. City Attorney Gregory Stremers was absent.

TREASURER'S REPORT: None.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. The 2nd Annual Christmas Tree Lighting Ceremony report: The Mayor reported that not as many people attended the Christmas Tree Lighting Ceremony as last year which was disappointing. She asked if anyone would like to help next year.
2. The Mayor asked if the meeting of February 10, 2020 could be moved to the 17th of February, 2020 since neither she nor the Mayor Pro-Tem could be in attendance on the 10th.

Motion by CM Mclvor, second by CM Navock, to move the Council Meeting scheduled for February 10, 2020 to February 17, 2020 at the same time as usual (7:00 p.m.) due to the absence of the Mayor and the Mayor Pro-Tem on the 10th of February. 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.
5. Tax and Finance (Jacobson) – None. CM Jacobson was absent.
6. Water and Sewer (Robison) – CM Robison set a meeting for 6:00 p.m. on January 27th for the Water and Sewer Committee which consists of CM Robison, CM Mclvor and CM Jacobson.

GENERAL CONCERNS OF THE COUNCIL:

CM Lee said how nice the Christmas tree in front of the City Hall looks.

PUBLIC QUESTIONS & COMMENTS: None.

CLOSED SESSION: None Scheduled.

ADJOURNMENT:

Motion by CM Lee, second by CM Biel, to adjourn at 7:11 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith
City Clerk