

# **BROWN CITY COUNCIL PROCEEDINGS**

## **February 10, 2014**

**MEETING CALLED TO ORDER BY MAYOR CHRISTINE LEE AT 7:00 PM.**

**PLEDGE OF ALLEGIANCE LED BY MAYOR CHRISTINE LEE.**

**PRESENT:** Mayor Christine Lee, Councilmembers: Pat Jacobson, Robert Jacobson, Dan Loutzenhiser (arrived at 7:02 p.m.), Ross McIvor, Julie Miller, and Bill Walters; City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

**ABSENT:** None.

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

City Manager Clint Holmes reported that there would be two additions to the agenda.

1. Sanilac County Sheriff Garry Biniacki would be appearing under Personal Appearances.
2. Pay Bills would be considered after the Manager's Report.

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Miller, second by CM Pat Jacobson, to accept the Regular Meeting Minutes of January 27, 2014. Motion carried.

**PAY BILLS:**

Motion by CM Pat Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$13,193.33 (6147-6170), Payroll - \$11,943.40 (6310-6326 plus EFT), Sanitary Sewer - \$82.97 (3367). Water - \$1,869.86 (2332-2336), Arsenic Abatement - \$200.00 (1235), Equipment - \$866.47 (1411-1413). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:** None.

**POLICE REPORT:** Report reviewed. No questions or concerns.

**PERSONAL APPEARANCES:**

1. Garry M. Biniacki, Sanilac County Sheriff: Sheriff Biniacki presented the City Council with reports of the Sanilac County Annual Statistics for 2013 and the 2013 Sanilac County Central Dispatch All Calls For Service. He reviewed the handouts with the Council and answered questions from the City Councilmembers.

**UNFINISHED BUSINESS:** None Scheduled.

**PUBLIC HEARING:** None Scheduled.

**RESOLUTIONS:**

1. **Resolution 14-02:** A Resolution To Formally Adopt Guidelines For Poverty Exemptions For Property Taxes.

**Motion by CM Miller, second by CM Walters, to adopt Resolution 14-02: A Resolution to Formally Adopt Guidelines For Poverty Exemptions For Property Taxes. ROLL CALL VOTE: CM Pat Jacobson – yes, CM R. Jacobson – yes, CM Loutzenhiser – yes, CM Mclvor – yes, CM Miller – yes, CM Walters – yes. 6 Yes Votes, 0 No Votes. Motion carried.**

**ORDINANCES:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

**MANAGER’S REPORT :**

1. **Maple Valley Lift Station:** At the Sewer & Water Committee meeting on February 3<sup>rd</sup>, concerns were raised about the responsiveness of Hydrodynamics associated with the emergency service required to repair damage caused by the power surge connected with the ice storm last December. Pumps have been repaired and replaced. Bids were received from Hydrodynamics and Northern Pump & Well for replacement of the VFD modules burned out by the surge. The recommendation was to upgrade to units that include a bypass circuit. Both companies were notified of this requirement. Bids were \$14,812.47 and \$12,489.00 respectfully. Consensus of the Committee was to recommend the City Council accept the lower bid from Northern Pump & Well. There was also discussion concerning the status of the spare pump. The City Manager subsequently discussed the issue with Hydrodynamics at length. They maintain that the current pumps were obsolete and the replacement has a tapered drive shaft which the originals do not; therefore, the impellers provided will not fit on the old pumps. However, they promised to request their corporate headquarters allow the modification of both impellers for the new pump at no cost to the City. This will include pulling both pumps from the lift station to get the required measurements. Discussion also included the slow response to the emergency by Hydrodynamics. Invoices for the pump repair have been submitted to the City Council with a recommendation for payment. At the recommendation of the Sewer & Water Committee, invoices for the emergency work (\$17,954.92), electrical response (\$2,449.92), and pump repair (\$13,680.16) are being held pending resolution of the spare pump repair and other issues. How does the City Council wish to proceed?

**The City Council wishes to withhold all payments until the pending issues are resolved.**

2. **EVIP II C3:** The Michigan Economic Vitality Incentive Program (EVIP) Certification of Consolidation Services was submitted to Department of Treasury on January 27<sup>th</sup>. The City received notification of the receipt and acceptance of the report the next day. To date, there have been no requests from the Department of Treasury for additional information.
3. **Fire Hydrant Snow Removal:** Fire Chief Groat personally began removing snow from around fire hydrants within the City Limits. So far several have been cleared. He plans to continue working the problem.

4. **Water Main Break:** The continuing extremely cold weather has resulted in many water main breaks throughout Michigan. City managers have reported continuing problems with both frozen and burst water mains as well as leaks to residences. The City had a main break on the southeast corner of Main and Welles Streets on February 6<sup>th</sup> in the vicinity of the fire hydrant. The DPW first shut off the water to the fire hydrant, when that did not stop the flow, valves on Welles and Main Streets were closed. This shut off the water flow and fortunately did not affect water service to any customers. The DPW plans to replace the ruptured section of water main and the fire hydrant as soon as the weather improves.
5. **MLGMA Winter Conference:** The City Manager attended the Michigan Local Government Managers Winter Conference in Battle Creek January 28-31. The training offered was excellent. Sessions attended included labor law changes; streetlight technology; municipal bond issues; social media; cloud computing technology and a legislative and Michigan state government update. Discussions also included various ways to purchase heavy equipment, such as a new backhoe, dump truck and police car over time.
6. **Presidents' Day:** The City Hall, police department and DPW will be closed on Monday, February 17<sup>th</sup> for Presidents' Day. As always, a DPW worker will be on call in the event of an emergency.
7. **MTPP Grant:** The City was notified by mail today that Michigan Township Participating Plan Risk Control had awarded a grant of \$2,000 to the Brown City Police Department to install an in-car camera system in the 2010 police cruiser. Recommend the City Council authorize the Mayor to sign the grant contract on behalf of the City.

**Motion made by CM Miller, second by CM McIvor, to authorize Mayor Christine Lee to sign the grant papers for an in-car camera system for the Police Department. Motion Carried.**

8. **City Heavy Equipment Replacement Options:** The City Manager met with several individuals at the MLGMA Winter Conference to learn what options were available to finance the purchase of heavy equipment for the City. There are apparently several means available. If the City Council has no objection, plan to continue gathering information to allow for equipment replacement within the next year.

**The City Council has no objection to City Manager Clint Holmes researching prices and purchase options on a backhoe, dump truck, and Police Car for the City.**

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

City Attorney Gregory Stremers stated that Hydrodynamics has given the City their rate but we need to request a report as to what they have done for us. A "Best Practices" report will be requested by City Manager Clint Holmes at a meeting between the City and a contractor on Thursday morning, February 13, 2014.

**TREASURER'S REPORT:** No questions or concerns.

**MAYOR'S REPORT:**

1. Presentation to the 2<sup>nd</sup> Grade.

Mayor Christine Lee gave a Presentation to the 2<sup>nd</sup> Grade Class on "What It Is Like to Be the Mayor of Brown City". The children had a list of questions for Mayor Lee to answer. Mayor Christine Lee stated that it was a lot of fun working with the students and listening to their questions and comments.

2. Mayor Christine Lee gave each of the Councilmembers a copy of the City Council Priorities Worksheets.

**COMMITTEE REPORTS:**

1. Police (Miller) – None.
2. Water and Sewer (R. Jacobson) – A Committee meeting was held February 3<sup>rd</sup>. See attached minutes of that meeting.
3. Tax and Finance (P. Jacobson) – None.
4. Streets and Sidewalks (Loutzenhiser) – None.
5. Building and Grounds (Walters) – None.
6. Personnel (Mclvor) – None.

**GENERAL CONCERNS OF THE COUNCIL:**

CM Loutzenhiser reported his phone had come up missing. He gave the Councilmembers his new phone number in case they needed to get hold of him.

CM Walters reminded the Councilmembers that the new MTPP grant cycle begins April 1<sup>st</sup>.

City Manager Clint Holmes stated that the St. Clair County 2014 Planning Commission Workshop will be held in March. He asked if anyone is interested in attending. He said that he will probably take part in the workshop.

CM Pat Jacobson asked about the status of the Budget for the Streets. Manager Clint Holmes replied that we have no big problem at this point, however, we will need to purchase more salt this year as we have used almost all we had on hand for the winter.

**PUBLIC QUESTIONS & COMMENTS:** None.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM Mclvor, to adjourn at 7:41 p.m. Motion carried.

Respectfully submitted,

Juanita M. Smith  
City Clerk