

**BROWN CITY COUNCIL PROCEEDINGS
APRIL 13, 2015**

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, Ross McIvor, Julie Miller, Alecia Parks, and Bill Walters; City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

ABSENT: Councilmember Dan Loutzenhiser.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA.

City Manager Clint Holmes stated that there would be one addition under the Manager's Report.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM Walters, to accept the Regular Meeting Minutes of March 23, 2015 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Miller, to pay the bills in the following funds: General - \$39,074.24 (6779-6810), Total Payroll - \$20,756.22—"bonus pay" 04-01-14 to 03-31-15 was \$6,813.08 (6876-6892 plus EFT), payroll paid on 03-31-15 was \$13,943.14 (6894-6911 plus EFT), Major Street - \$1,455.50 (3851-3852), Local Street - \$2,653.00 (4228), Sanitary Sewer - \$15,956.84 (3455-3460), Water - \$4,535.65 (2488-2495), Arsenic Abatement - \$19,011.26 (1277-1281), Equipment - \$15,015.07 (1473-1477). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. No questions or concerns.

PERSONAL APPEARANCES: None Scheduled.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. **6777 Cade Road** – 12' X 18' deck and French door on rear of the home.

Motion by CM Miller, second by CM Parks, to grant a building permit to the owners of the property at 6777 Cade Road to build a 12' x 18' deck and install a French door on the rear of the home. Motion carried.

MANAGER'S REPORT:

1. **School Utility Bill:** Brown City Schools raised a concern about the substantial increase in their utility bill over the past few months. An investigation by the City revealed neither record keeping nor meter-reading issues. The DPW, while observed by school officials, read both the physical water meter and the remote sensor, and each reported the same amount of water used. School water use remained at about 400,000 gallons for the second month in a row, which is about twice average. The DPW Supervisor and School Maintenance Supervisor used the Michigan Rural Water Association water leak detector on April 8th at various sites around the school buildings. No water leak was detected.
2. **COMCAST Cable TV:** The City had a telephone conversation with Comcast concerning the lease agreement. The City proposed \$1,200 per month, which is the amount being charged by other facility users. Comcast has countered with \$900 per month. Considering that Comcast's footprint at the site is significantly larger than other users, the amount seems less than optimal. How does the City Council wish to proceed?

The Council recommends counter-offering with \$1,500 per month seeing that they have a much larger area leased than other facility users. This would bring it in line with what the other users are being charged. If they don't comply with the City's request they may be asked to move their equipment off the property.

3. **COMCAST Cable TV II:** The City received a telephonic response to our written counter-proposal that agreed to the 5% for Section VI Fees but stated that the 0% for PEG fees had to remain at 0% since that has been the historically agreed on amount. How does the City Council wish to proceed?

Motion by CM Walters, second by CM Jacobson, to accept the 5% for Section VI Fees with the PEG fees to remain at 0%. Mayor Christine Lee and City Clerk were authorized to sign the "Uniform Video Services Local Franchise Agreement". Motion carried.

4. **2014 Population Estimates:** The East Michigan Council of Governments (EMCOG) has released a report detailing the population estimates for member counties. Sanilac County saw an estimated decrease in population of 3.5% (43,114 to 41,587) between 2010 and 2014. A copy of the report is enclosed.
5. **USDA Rural Development:** US Representative Candice Miller sponsored a meeting on April 2nd in Sandusky to explain the various programs available through USDA Rural Development. Apparently there are some small grants available to apply toward new police vehicles and loans for heavy equipment purchases can also be negotiated. Overall, the information provided was most helpful.

6. **Insurance Costs:** The City's liability coverage for the ten departments covered during the 2015/2016 Fiscal Year increased \$1,688 to \$55,577, a difference of about 3.13%. Also, the City received a dividend Credit of \$2,069 from the MML Worker's Compensation Fund which was applied to this year's renewal premium.
7. **BS&A Software:** The County required that the City use BS&A Pervasive Software for assessing records to ensure compatibility throughout the County. BS&A has notified the City that they will no longer maintain or update the C# version of this program. The implication is that once they complete transition to the .NET version of Pervasive Software the City will need to upgrade at a currently unknown cost. Information will be provided as it become available.
8. **SBA Tower Lease:** The City lease with SBA for the cell tower is due to expire in 16 years. SBA has requested an extension of 55 years, with all other terms and conditions remaining the same, to more easily lease space on the tower. They are also open to buying out the lease. How does the City Council wish to proceed?

The City Council suggested a fourteen (14) year extension plus the 16 years that currently are left on the lease. That would bring the extension to 30 years. City Manager will offer this proposal tomorrow to the SBA.

9. **Freedom of Information Act (FOIA):** The State of Michigan enacted significant new regulations associated with FOIA that will become effective July 1st. The MML has produced a one-page summary of these requirements. The City will be required to review existing policies, procedures and fee schedules and incorporate the new requirements. Once complete, the City Council will need to approve the changes.
10. **Rural Task Force:** The Sanilac County RTF is scheduled to meet in Sandusky on Tuesday, April 14th. The focus of the meeting is to reallocate Federal Transportation Act (TEA 21) and Sanilac County funds to better reflect priorities and project scheduling. This will be followed by a Regional Task 7A meeting to coordinate funding and construction priorities in Caro on Thursday, April 16th.
11. **Youth Advisory Council (YAC):** The Youth Advisory Council spoke with City Manager Clint Holmes and asked if they could tend to the flower boxes at the East and West ends of the City. They volunteered to pay for the flowers and plant them at no cost to the city.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

CLERK'S REPORT:

1. Motion to close the City Library for the May 5th Election.

Motion by CM Miller, second by CM Jacobson, to close the Brown City Public Library on May 5, 2015 for the purpose of using the Library as a Polling Place for the Special Election on said date. Motion carried.

2. Motion to approve the following election workers: Kathleen Loutzenhiser, Stella Pepper, Bud Render, Ruth Render, Sarah Steigerwald, Cheryl Smith, Juanita Smith, Imogene Sealey, and Barbara Stimson.

The Election Inspectors slated to work at the May 5, 2015 election are: Imogene Sealey, Bud Render, Sarah Steigerwald, and Cheryl Smith in the morning and Ruth Render, Stella Pepper, Barb Stimson, and Kate Loutzenhiser in the afternoon. Juanita Smith will serve as Chairman and the Board of Conversers will be Ruth Render and Kate Loutzenhiser.

Motion made by CM Miller, second by CM Jacobson, to approve the stated Election Inspectors for the May 5, 2015 election. Motion carried.

MAYOR'S REPORT: None.

COMMITTEE REPORTS:

1. Police (Miller) – None.
2. Water and Sewer (Loutzenhiser) – None.
3. Tax and Finance (Jacobson) – None.
4. Streets and Sidewalks (Walters) – None.
5. Building and Grounds (Parks) –

The DDA met on Monday, March 30, 2015 to discuss the foreclosure on the building at 4223 Main Street. A motion was made and supported to halt the foreclosure process on 4223 Main Street once the owner reimburses the DDA for \$3,133.50 in legal, principal and interest payments; provides a receipt showing that all property taxes are paid and continues to make principal and interest payments in a timely manner each month until the debt associated with the land contract is discharged.

6. Personnel (Mclvor) – None.

GENERAL CONCERNS OF THE COUNCIL:

Two concerns were brought before the council:

1. Will the brush pickup resume on April 15th? City Manager Clint Holmes assured the Council that indeed the brush would be picked up starting on the 15th of April.
2. The manhole in front of the house at 7048 Lincoln Street is covered with mud that is sliding down the hill where the homeowner is doing driveway construction. The question was asked if there is something to stop the mud from coming onto the street and to this manhole. City Manager Clint Holmes will check with the DPW as to what can be done to alleviate this problem.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Jacobson, to adjourn at 7:20 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk