

BROWN CITY COUNCIL PROCEEDINGS

JULY 27, 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, Alecia Parks, and Bill Walters; City Clerk Juanita Smith, City Manager Clint Holmes, and City Attorney Gregory Stremers.

ABSENT: Councilmembers Dan Loutzenhiser and Julie Miller.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:

There will be one addition under Petitions & Communications.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM McIvor, to accept the Regular Meeting Minutes of July 13, 2015 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Parks, to pay the bills in the following funds: General - \$14,431.08 (6962-6976), Payroll - \$13,825.71 (7045-7060 plus EFT), Major Street - \$2,369.68 (3863-3864), Sanitary Sewer - \$1,586.35 (3483-3486), Water - \$3,588.04 (2534-2539), Arsenic Abatement - \$72.00 (1292), Storm Sewer - \$135.50 (1179-1181). Motion carried.

PUBLIC QUESTIONS & COMMENTS:

The owner of Brown City Tire and Auto questioned why he was singled out for tire blight when there are other places with tires to be disposed of also that were not ticketed for "Tire Blight".

DPW REPORT: Report reviewed. No questions or concerns.

PERSONAL APPEARANCES: Mr. Lehn King of King & King CPAs LLC; Overview of the 2014-2015 City Audit.

Mr. Lehn King of King & King CPAs LLC provided an Overview of the City Finances. The audit was completed on June 4th. They found the City books to be in good order and the City is apparently in relatively good financial condition. Mr. King reviewed the Overall Fund Rating report with the City Council.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. 4152 Main Street – SUNOCO: Request for permit to replace existing sign with an updated version using LED numbers.

Motion by CM Parks, second by CM Walters, to grant a permit to the owners of the property at 4152 Main Street (Sunoco Station) to replace the existing sign at same given address to an updated version using LED numbers. Motion carried.

2. 4275 Wood Street: Request for permit to install 12' X 16' skid shed at the south end of the driveway.

Motion by CM Parks, second by CM Jacobson, to grant a permit to the owners of the property at 4275 Wood Street to install a 12' x 16' skid shed at the south end of their driveway. Motion carried.

3. 7131 Welles Street: Request for permit to to add a 12' x 24' room on the North side of the house. This would be a bedroom and bathroom. They also wish to extend the porch and put a roof over the porch. Permits would be required from Sanilac County.

Motion by CM Parks, second by CM McIvor, to grant permission to obtain the needed permits from Sanilac County for a 12' x 24' addition to the North side of the house and extend the porch with a roof built over the porch. Motion carried.

MANAGER'S REPORT:

1. **New DPW Vehicles:** The responses to the City's request for proposals for an Installment Purchase Contract for two vehicles were received on July 24th. Of the eight request for proposals sent, the City received five responses (in order of receipt): Eastern Michigan Bank; Tri-County Bank; Chemical Bank; Lapeer County Bank & Trust Company; and Exchange State Bank. The summary sheet is attached. The bank quoting the lowest interest rate was Tri-County Bank. How does the City Council wish to proceed?

Motion by CM Walters, second by CM Parks to proceed with procuring the loan from Tri-County Bank at the interest rate bid. Mayor Christine Lee and City Clerk Juanita Smith are authorized to sign the loan agreement on behalf of the City. The loan is to be repaid in ten (10) annual payments: 2015 – 2024.

ROLL CALL VOTE: CM Jacobson – yes, CM Parks – yes, CM Loutzenhiser – absent, CM McIvor – yes, CM Miller – absent, CM Walters – yes. 4 Yes Votes, 0 No Votes, 2 Absent, 0 Abstained. Motion carried.

2. **Replacement Police Vehicle:** The 2005 police Crown Victoria is overdue for replacement. Price for a 2016 Ford Explorer Interceptor is \$33,508 and for the Chevy Tahoe with police package is \$34,343.70. The police chief has inspected both vehicles for comfort and utility and stated that either would be acceptable for the Brown City Police Department. The City budgeted \$27,000. Outfitting the new vehicle (radios, consoles, radar, screen, decals) will add at least \$5,000 even if equipment from the 2005 vehicle can be used. How does the City Council wish to proceed?

Motion by CM Walters, second by CM McIvor, to purchase a 2016 Ford Explorer Interceptor vehicle for the Brown City Police Department. The new vehicle is to be outfitted with radios, consoles, radar, screen, and decals. ROLL CALL VOTE: CM Parks – yes, CM Loutzenhiser – absent, CM McIvor – yes, CM Miller – absent, CM Walters – yes, CM Jacobson – yes. 4 Yes Votes, 0 No Votes, 2 Absent, 0 Abstained. Motion carried.

3. **Water Tower Inspection:** The City's water tower was emptied and inspected by the City's contractor, Utility Service Company, on July 15th. During the 48-hours the water tower was offline, the pumps maintained water pressure with no issues noted. The formal report is still pending; however, the initial report at the conclusion of the inspection revealed no problems or immediate concerns.
4. **Cemetery Board:** The City Charter requires that the Cemetery Board consist of five members appointed by the Mayor and confirmed by the City Council. Traditionally, those appointed to the Board resided in the City and were recommended to the Mayor by the Boardmembers. Currently, there are two openings on the Board. Residents interested in applying for one of these volunteer positions should write a letter to City Hall describing why they would like to be appointed to the Cemetery Board.

The two openings on the Cemetery Board were created by the resignation of Jean Curson, who has served on the Board for 41 years, and one Boardmember who moved from the City of Brown City.

5. **DPW Internet Upgrade:** The MDEQ and other Michigan agencies are increasingly requiring that forms and reports be accessed and submitted electronically. The current dial-up service utilized by the DPW is generally inadequate to meet this requirement. The City's current internet carrier, Air Advantage, is scheduled to install the necessary equipment on July 27th to provide the necessary speed and connectivity to meet state requirements.
6. **Street Signs:** The DPW will begin replacing the 14 street signs located at intersections in the northwest quadrant of the City that are no longer legible. The remaining three quadrants will be addressed over the next three years: Southwest in 2016; southeast in 2017; and northeast in 2018.
7. **MML Annual Conference:** The 2015 Michigan Municipal League Conference is scheduled for September 16-18 in Traverse City, and will be held at the Park Place Hotel. Since the City of a member of the MML Workers' Compensation Pool, convention registration is \$349. Do any members of the City Council wish to attend? If so, the City

Council will need to designate a Voting Delegate to represent the City at the Annual Meeting.

City Manager Clint Holmes is not planning to attend the MML Annual Conference in Traverse City as he will be attending another conference later that month. Councilmembers that are interested in attending to represent the City are to get in touch with City Manager Holmes.

8. **Well #4 Bypass:** The contractor is waiting for a revised quote from a vendor. They expect to have a response by July 27th. The area that MDEQ wants redesigned is welded steel, not the ductile iron described by MDEQ. Once the permit is complete and approved by MDEQ, the work can be scheduled.
9. **Street Funds:** The State Legislature has identified \$206,478,900 for distribution to municipalities to use for street repair and construction in FY2016. The City's estimated portion is \$15,614.61. This payment will be made in four quarterly installments beginning in November. Not including the cost for curb, gutter or sidewalks, this amount would cover the cost of repaving almost one block of Lincoln Street.
10. *addenda sunt:* The fire hydrant on Third Street has been repaired. The fire hydrant behind the fire station, which was down for about a month pending receipt of a new hydrant and stand, was replaced and made operational; however, an extension will need to be added to it once it is ordered and arrives. A citation for blight was issued to Brown City Tire & Auto for failure to remove tires. The owner plans to have the tires removed by July 29th. Recommended ditch and drainage repairs at the east end of Second Street are being evaluated by the DPW. Also, the Notice of Violation issued by Sanilac County for 7036 Welles Street was sent to the wrong address and returned. The County was provided the correct address by the City, a new Notice of Violation will be issued, and a hearing will be scheduled.

ATTORNEY'S REPORT:

On June 19th, the US Supreme Court released a ruling concerning how governments could regulate signs through zoning ordinances. The Michigan Association of Municipal Attorneys and other organizations are working on a model ordinance that is in compliance with the Supreme Court ruling. Recommend that the City Council wait for this model ordinance to be produced and then consider adopting it to replace the City's current ordinance.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. Proclamation for Ms. Jean Curson for 41 years of service to the community. **Mayor Christine Lee had signed, sealed and framed Proclamation for Mrs. Jean Curson for her 41 years of service to the City of Brown City. Mayor Lee spoke of Mrs. Curson as being a very dedicated volunteer for the past 41 years. Mrs. Curson was not able to attend the meeting.**

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) – None.
6. Personnel (McIvor) – None.

GENERAL CONCERNS OF THE COUNCIL:

CM Jacobson reported that the fire hydrant on the corner of Lincoln and Wood Streets has been leaking since the fire on Wood Street last week.

The home at the corner of Vine and Wells has many bags of trash still setting out.

On behalf of the City Council, Mayor Christine Lee asked City Manager Clint Holmes to thank the DPW for their prompt trimming of the trees around the Stop signs throughout the City.

CM Walters reminded the Council that under the Public Question & Comment time that the Public Comment time is limited to three (3) minutes unless an extension is approved by a majority of the City Council.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Jacobson, second by CM McIvor, to adjourn at 8:05 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk