

BROWN CITY COUNCIL PROCEEDINGS

APRIL 11, 2016

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

ABSENT: None.

GUESTS: Brock Millard, Nehemiah Millard, and Steven Kovac from the Brown City Banner Newspaper.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM McIvor, to accept the Regular Meeting Minutes of March 28, 2016 as presented. Motion carried.

PAY BILLS:

Motion by CM Jacobson, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$28,898.66 (7351-7379), Payroll - \$17,438.83 (7362-7391 plus EFT) (void check #7389), Major Street - \$638.40 (3885), Sanitary Sewer - \$1,481.41 (3540-3543) (check numbers 3541 and 3542 were transfers), Water - \$480.55 (2636-2639), Arsenic Abatement - \$10,825.19 (1319-1321) (check 1320 was a transfer), Equipment - \$810.39 (1505-1508). Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT: Report reviewed. No questions or concerns.

PERSONAL APPEARANCES:

1. Brock Millard – Smart Meter installation concerns.

Brock Millard of 4367 Central Street, Columbiaville, MI presented his concerns about DTE's Smart Meters that are being installed around the country. He has been researching information on the Smart Meters and has been handing out information and letting people know of his concerns with the Smart Meters including the health and financial problems connected with them.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None Scheduled.

RESOLUTIONS: None Scheduled.

ORDINANCES: None Scheduled.

PETITIONS & COMMUNICATIONS:

1. 4453 Parkside Drive – install fence to enclose the backyard.

Motion by CM Parks, second by CM Walters, to issue a building permit to the owners of the property at 4453 Parkside Drive to enclose the backyard of their property with a 4' fence except for 15' of a 6' privacy fence on the SW side. Motion carried.

MANAGER'S REPORT:

1. **Preventative Maintenance Plan:** The program became fully operational on April 1st, the beginning of the City's fiscal year. Copies of the completed forms are available for review at City Hall.
2. **City Assessor:** One inquiry to the advertisement has been received to date. Also, copies of the advertisement were sent to the next 33 area assessors. Response to the most recent mailed notice was requested by April 30th.
3. **Liquor Control Commission:** The City received a letter from the Liquor Control Commission (LCC) containing notification that the Red Barn Market #6 (SUNOCO Station) has applied for a Specially Designated Distributor (SDD) license. This would allow them "to sell spirits and mixed spirit drink in the original package for consumption off the licensed premises." The letter further states, "the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency" but "approval of the local government unit of government is not required." How does the City Council wish to proceed?

The City Councilmembers do not wish to comment since according to the Michigan LCC, they don't have the final say in this matter. The LCC has the final decision.

4. **Police Laptops:** Sanilac County Dispatch is upgrading their system. In order for the Brown City Police to be able to access the new system, they will need to upgrade the in-car laptops to a newer operating system than the Windows XP currently in use. Unfortunately, current laptops are not sophisticated enough to upgrade to Windows 7 or higher. Two refurbished laptops, which will fit the docking station currently installed in the two cars, are available for about \$2,700. New machines would require different docking stations to be purchased and installed, and cost about \$5,100. The specifications for both computers are available for review. What is the City Council's preference?

Motion by Miller, second by CM Jacobson, to buy two refurbished laptops which will fit the docking station currently installed in the two cars for approximately two thousand, seven hundred dollars (\$2,700). ROLL CALL VOTE: CM Parks – yes, CM McIvor – yes, CM Miller – yes, CM Jacobson – yes, CM Loutzenhiser – yes, CM Walters – yes. 6 Yes Votes, 0 No Votes, 0 Absent, 0 Abstain. Motion carried.

5. **Sewer Valve:** The City, several years ago, installed a shut-off valve near the school to reduce or prevent the likelihood of sewage backups into the school in the event of severe weather or a mechanical catastrophe. The current valve needs to be shut off manually

and is in need of replacement. The DPW Foreman is recommending a type of check valve that would work automatically. Cost is about \$1,100. Recommend that the Council approve this upgrade.

City Manager Clint Holmes is waiting for more information concerning the upgrade to the shut-off valve near the school. More information may be forthcoming at the next council meeting at which time the Council may choose to approve or disapprove this upgrade.

6. **Ascensus/Ameriprise:** Two City employees plus the librarian had retirement accounts with Ameriprise which has since outsourced its retirement fund operations to Ascensus. Changing the Plan Administrator from Ken Brown to the current city manager has proved quite challenging. The supposedly final documents have been completed and forwarded. A copy of the plan is available for your review.
7. **Blue substance on City Streets:** Several streets including Second Street, James Street, Fourth Street, and First Street have an unknown substance on the streets. The DPW Foreman and Brown City Police Chief will investigate to determine what this is and where it came from.

ATTORNEY'S REPORT: None. City Attorney Gregory Stremers stated that things have been pretty quiet for the past two weeks but that he did agree with installing a new automatic check valve at the school as discussed in the Manager's Report.

TREASURER'S REPORT: None.

CLERK'S REPORT: None.

MAYOR'S REPORT:

1. Semi-Annual City Manager Evaluation –
The Semi-Annual City Manager Evaluation showed an impressive 94% approval rating for City Manager Clint Holmes. He received a score of 1091 out of a possible score of 1155.
2. **The 100th Anniversary and Re-Dedication of the Sanilac County Courthouse will be held tomorrow, Tuesday, April 12th. They will be featuring guided tours, a re-dedication ceremony, and highlights of 100 years in Sanilac County. The Mayor will be attending.**

COMMITTEE REPORTS:

1. Police (Miller) – None.
2. Water and Sewer (Loutzenhiser) – None.
3. Tax and Finance (Jacobson) – None.
4. Streets and Sidewalks (Walters) – Committee meeting: Monday, April 18th at 7:00 PM in the City Library to discuss Lincoln Street. For discussion purposes only Chairman Walters would also like to talk about Thelman Avenue and Autumn Gold Street repairs also.
5. Building and Grounds (Parks) – None.

6. Personnel (Mclvor) – None.

GENERAL CONCERNS OF THE COUNCIL: None.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Mclvor, to adjourn at 7:39 p.m. Motion carried.

Respectfully submitted,

Juanita Smith
City Clerk