

## **BROWN CITY COUNCIL PROCEEDINGS**

**December 22, 2025**

**DRAFT**

MEETING CALLED TO ORDER BY MAYOR JULIE MILLER AT 6:00 P.M.

**PRESENT:**

Mayor Julie Miller, Council Members: Patricia Jacobson, Robert Jacobson, Ross McIvor, Neil Kohler, Eugene Navock, City Clerk Sara Muxlow, City Manager Kyle Harris.

**ABSENT:**

Mark Vaerten

**GUESTS:**

Mike Vislosky, Bill Muxlow, Officer Ali Khan BCPD, Tara Owens, Chris Lee, James Groat, Paul Burgess, Amanda Burgess, Carson Burgess.

**PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER**

**GUEST:** Carson Burgess was awarded a proclamation from Mayor Miller and City Council of Brown City to honor Carson for his outstanding athletic performance at the MHSAA Division 4 Cross Country State Finals for four consecutive years tying the schools record set in 2009.

**ADDITIONS, CORRECTIONS, AND DELETIONS TO AGENDA:** #3 on New Business- Its February 9th not the 6th change to Wednesday February 4th.

**CORRECTIONS & APPROVAL OF MINUTES:** Approval of Regular Meeting Minutes from December 8, 2025

Motion by CM Navock, Second by CM P. Jacobson, to approve the Regular Meeting Minutes from December 8, 2025 as written. **MOTION CARRIED**

**PAY BILLS:**

Motion by CM Kohler, Second by CM P. Jacobson, to pay the bills as presented in the following funds:

General- 6,707.67 (12983-12994)  
Major Streets- 79,770.38 (4211-4212)  
Local Streets- 90.00 (4468)  
Sanitary Sewer- 196,494.10 (4440-4443)  
Water- 704.37 (4155-4157)  
Parks- 2,103.20 (3168-3170)

MOTION CARRIED.

Commissioners Report- Chris is looking for someone to be on the Recycling Board. They meet 4 times per year at 4:00 on the first Tuesday of the months of March, June, September and November. Contact Chris Lee if interested.

DPW REPORT: No Questions for Mike.

PERMITS: None.

PUBLIC HEARING: None.

ORDINANCES: None.

PUBLIC QUESTIONS AND COMMENTS: None.

OLD BUSINESS:

1. Park Lease Agreement- The version of the Park Lease Agreement in the packets for Council Members was approved by the Park Board. Attorneys have since then changed several things that aren't in the approved version. Mayor Miller commented on the issues there have been with keys for the pavilion. None of the Burnside recommended changes have been accepted. There hasn't been enough time to go over the revised version and City Manager Kyle is recommending to wait till the next council meeting in 2 weeks. City Attorney Tori is recommending to make sure the language in the contract is correct and there is no pressing need to rush since it's a 30 year lease. CM Kohler questioned the park being insured after the first of the year. The City's insurance should cover any incidence that could arise. Mayor Miller would like to wait till the Park Board can review the new changes to the new version. The Park Lease Agreement will be added to the agenda for the next Council Meeting.

NEW BUSINESS:

1. Buby Street Cost Overrun- Some low areas took more asphalt than originally estimated costing \$8,125.38 more. Motion by CM Kohler, Second by CM McIvor to approve the additional overrun cost of \$8,125.38 on Buby Street.

ROLL CALL VOTE:

CM Navock- Yes CM Kohler- Yes CM McIvor- Yes CM B. Jacobson- Yes CM P. Jacobson- Yes

5- Yes 0- No 1- Absent 0- Abstain

MOTION CARRIED

2. RFP for Demolition of 4031 Main Street- After the house was found to be unrestorable, an RFP is going to be put out to have the house demolished.
3. Change Dates for Council Meeting February 9th to Wednesday 4th at 6PM. Motion by CM McIvor, Second by CM B. Jacobson to move the February 9th meeting to Wednesday February 4th.

MOTION CARRIED

4. Close and lock Gates to the Park- There appears to be some property damage and moving gates at the park from residence using snowmobiles. Looking to lock the gates in the park other than the Cade Road entrance for access to the sledding hill. Tara Owens commented that the house near the McMorrin entrance appears to have been the possible person removing the fencing. They have tracks coming from their yard and the snowmobile is in their yard. Mayor Miller questioned why snowmobiles aren't allowed into the park? Mike Vislosky commented that snowmobiles are a liability and cause a potential accident. It has always worked to close all of the gates. Motion by Cm Navock, Second by CM Kohler to close all 4 of the gates except for the Cade Road entrance.

MOTION CARRIED

**MANAGERS REPORT:** Met with Maxterial, they own an organic chroming facility. They are having an upcoming ribbon cutting in March.

Mike and City Manager Kyle met with Maple Valley Estates, and Fleis & Vandenbrink to discuss the concerns with the subpar materials used to construct the development. The City will not take over the development as of yet due to liability. They are looking to build 26-28 units by the end of 2026.

**CLERK'S REPORT:** None

**MAYOR'S REPORT:** Merry Christmas to everyone and thank you for changing the meeting in February. There was another successful bingo and another is scheduled for March. There's a lot of work going into the sesquicentennial celebration but more volunteers are needed. They meet the second Wednesday of every month.

**COMMITTEE REPORTS:**

1. Building and Grounds (Navock)- None.
2. Personnel (P. Jacobson)- None.
3. Streets and Sidewalks (Vaerten)- None.
4. Tax and Finance (Kohler)- None.
5. Water and Sewer (B. Jacobson)- None.
6. Police and Park (McIvor)- None.

CLOSED SESSION: None.

COMMUNICATIONS:

1. Draft Meeting Minutes for Cemetery Board Meeting of November 18, 2025  
The Sexton that opens and closes graves does not want to continue and will end December 31, 2025. The duty of Sexton will go to Casey Dickinson beginning January 1, 2026.
2. Draft Meeting Minutes for Festival Commission of December 10, 2025
3. The Brown City Chamber of Commerce will dissolve on December 31, 2025.  
They will honor any 2026 financial commitments. Mayor Miller commented that they were going to be in charge of the entire parade, it will have to be looked into.

COUNCIL QUESTIONS AND COMMENTS: CM McIvor wishes everyone a Merry Christmas. Mayor Miller officially welcomed Kyle as the City Manager.

ADJOURNMENT:

Motion by CM McIvor, Second by CM B. Jacobson, to Adjourn the December 22, 2025 Meeting of the City Council at 6:39 P.M.

MOTION CARRIED.

Respectfully Submitted,

Sara Muxlow  
City Clerk