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**BROWN CITY COUNCIL PROCEEDINGS**

**October 13, 2025**

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

PRESENT:

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

ABSENT:

City Manager Charles Bennett

GUESTS:

BCPD LT. Perez, Angel Kreiner, Arica Frisby, Dave VanCura, Mike Vislosky, RaeAnn Kreiner, Bill Muxlow, Larry Steigerwald, Tara Owens, Kevin Miller, Todd Vandewarker, Chris Lee.

PLEDGE OF ALLEGIANCE LED BY MAYOR JULIE MILLER

Mayor Miller asked for a moment of silence for former city employee Craig Coulson who passed away recently.

ADDITIONS, CORRECTIONS, AND DELETIONS TO AGENDA: Add Commissioners report to the end of the agenda.

CORRECTIONS & APPROVAL OF MINUTES:

Motion by CM Navock, Second by CM P. Jacobson, to approve minutes as written for September 22, 2025. MOTION CARRIED.

PAY BILLS:

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

General- 32,590.24 (12892-12916)

Major Streets- 1,860.08 (4208-4209)

Local Streets- 1,860.07 (4465-4466)

Water- 6,390.45 (4116-4123)

Sanitary Sewer- 1,576.12 (4415-4419)

Storm Sewer- 20,240.14 (1406-1409)

Equipment- 1,371.52 (2007-2011)

Parks- 5,311.93 (3154-3160)

MOTION CARRIED.

POLICE REPORT: Lt. Perez gave a summary of the charts in his monthly report. The reports show how many vehicles come into town. The radar signs are working. Vehicles are slowing down where the speed signs are placed. The City has 2 speed signs and he would like to keep them where they are for now to keep the speed regulated.

PERMITS: None.

PUBLIC HEARING: None.

ORDINANCES: None.

RESOLUTIONS: Resolution 25-11 A Resolution formally causing a special tax or assessment to be levied to recover monies owed to the City of Brown City. Motion by CM Kohler, Second by CM Navock to approve Resolution 25-11 A Resolution formally causing a special tax or assessment to be levied to recover monies owed to the City of Brown City.

ROLL CALL VOTE:

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

6- Yes 0- No 0- Abstain 0- Absent

MOTION CARRIED

PUBLIC QUESTIONS AND COMMENTS:

Larry Steigerwald had a complaint about a storm sewer that had previously been snaked but the issue persists. He states that he has filled in holes that have developed and wants the issue fixed before his house falls in. The response was that the engineer is looking into the issue and the City is waiting for him to make a decision.

Tara Owens had multiple questions she would like to present to Council. She feels like her previous questions haven't been addressed. She's unclear who to address her questions to. She had a question about keys to the park pavilion and how one was given out without her knowledge. CM Kohler stated that it's a question that should be presented to the City Manager not the Council. She will be taking her questions to the City Manager. She questioned why agendas for meetings aren't posted on the City website.

Todd Vandewarker had questions about why the City is paying an outside firm to help with the hiring of a City Manager. He feels it's a waste of taxpayers money because he feels the Council is capable of hiring a City Manager.

OLD BUSINESS: None.

NEW BUSINESS:

BC Park didn't have a meeting due to lack of Quorum.

Fitness Court- The workout equipment for 10 machines for the Fitness Court would cost \$13,300. WillyGoat Playground Equipment gave a \$2,598 discount for being a Municipality which offsets the cost of freight. The Fitness Court Fund has \$16,000 in it currently. There's a plan to file a grant with Sanilac County Community Foundation and waiting to hear back from Sanilac EDC for some other possible funds. Steve Kohler has offered to store the equipment to keep it out of the DPW's way.

Motion made by CM Kohler, Second by CM Navock to purchase the Fitness Court Equipment by WillyGoat Playground Equipment for \$13,300.

ROLL CALL VOTE:

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

6- Yes 0- No 0- Abstain 0- Absent

MOTION CARRIED

BC Shop Class gave a list of items they would need to repair the Park Picnic Tables. The total cost of the items from Ben's Contractor Center would be \$253.30. If approved this can be delivered to the school and the shop class can finish this project.

Motion by CM Navock, Second by CM Vaerten to approve the purchase of supplies to repair the Park Picnic Tables for \$253.30.

MOTION CARRIED

Park Board Vacancy- There is an opening in the Park Board due to the passing of Ray Dupuie. This position is going to be posted.

MANAGERS REPORT: City Manager Chuck couldn't be at the meeting due to a family emergency.

CEM Grant- The City still has \$20K that can be spent on energy efficient upgrades that were listed in the Energy Audit. He's working on getting quotes for insulation at the DPW and City Hall as well as a new Furnace for the DPW.

2025 Tax Rate- Headlee Rollback has caused the operating millage & park Millage to lose approximately a quarter percent of funding. This will equate to a loss of \$7,500 for the City and \$600 for the park.

DPW Truck- The truck is supposed to be done with the service bed installation no later than Wednesday.



#### MAYOR'S REPORT:

Big Thank You to everyone who helped decorate downtown for fall, the Methodist Church, Carol VanDamme, Linda Willer, Jeff Beane, Dan Rowley, Kim Evans, Tom Zyrowski, Tara Owens, Kevin Miller, Jay Berry for the straw, Ben's for the mums, Vandamme farms for the pumpkins and corn stalks, Festival Commission for the scarecrows.

The Museum for the Sesquicentennial was cleaned out. Thank you to Tara Owens, Kevin Miller, Kelly McClelland, Dale, Lexi, and Shelly McClelland, Michelle Sanders, Nina Hoyt, and the Scouts for helping. A lot of items taken to goodwill. There are still some things that need to be gone through. The School had a 30 year lease for the museum that should be up in the next few years.

Rotary Side by Side run had 38 buggy's.

Chili Cook off on October 18th with a pumpkin roll and cornhole depending on weather. The School Craft show is moved to October 25th. There's also a benefit dinner at the Fire Hall for Theresa Garcia.

Halloween is on October 31st. Trunk or Treat on Main St. Set up at 3:15pm with it beginning at 4 till 5 and Trick or Treating in town from 5 till 7.

Tree lighting is Friday December 5th.

#### COMMITTEE REPORTS:

1. Building and Grounds (Navock)- Looking at the new location and building for the police department. Still needs to find out about the park lease.
2. Personnel (P. Jacobson)- Hiring Rising Tide Consultant for \$9200 to move forward with helping find a new City Manager. Motion by CM Kohler, Second by CM Mclvor to hire Rising Tide as a Consultant for the City Manager Search.

#### ROLL CALL VOTE:

CM P. Jacobson- Yes, CM Vaerten- Yes, CM B. Jacobson- Yes, CM Mclvor- Yes, CM Kohler- Yes, CM Navock- Yes

6- Yes 0- No 0- Abstain 0- Absent

#### MOTION CARRIED

The applications for interim City Manager. Candidate A and Candidate B are being considered for the position. Lt. Mark Perez is taking on more word so the committee has approved a stipend of \$25 per day, that equals to approximately \$500 per month. Motion by CM Vaerten, Second by CM Mclvor to approve the stipend of \$25 per day for Lt. Perez.

#### ROLL CALL VOTE:

CM P. Jacobson- Yes, CM Vaerten- Yes, CM B. Jacobson- Yes, CM Mclvor- Yes, CM Kohler- Yes, CM Navock- Yes

6- Yes 0- No 0- Abstain 0- Absent

#### MOTION CARRIED

3. Streets and Sidewalks (Vaerten)- None
4. Tax and Finance (Kohler)- Working on the October Budget. Will have it before the next meeting.
5. Water and Sewer (B. Jacobson)- Engineers are working on the storm drain for Larry and a trench was dug for the pump station. Wire was installed today.
6. Police and Park (Mclvor)- Asked if there was enough police for Halloween. Lt. Perez commented that he would make sure everything was covered.

COMMISSIONERS REPORT: Chris Lee said that everything is running smoothly with the county. Nothing remarkable to report.

COUNCIL QUESTIONS AND COMMENTS: CM Vareten commented thank you to everyone who helped decorate the town, it looks nice.

CM Kohler commented congratulations to Mark on his recent marriage, and a congratulations for Lt. Perez for his baby on the way.

**ADJOURNMENT:**

Motion by CM Mclvor, Second by CM P. Jacobson, to Adjourn the October 13, 2025 Meeting of the City Council at 6:50 P.M.

**MOTION CARRIED.**

Respectfully Submitted,

Sara Muxlow  
City Clerk