

**BROWN CITY COUNCIL PROCEEDINGS
FEBRUARY 25, 2008**

Meeting called to order at 7:00 p.m. by Mayor Laura Carpenter.

Pledge of Allegiance led by Mayor Carpenter.

PRESENT: Mayor Laura Carpenter, Councilmembers Pat Jacobson, Julie Miller, Ross McIvor, and Christine Lee. City Manager Clint Holmes, City Attorney Gregory Stremers.

ABSENT: Councilmembers Ken Brown and Mike Lents; City Clerk Kelly Pavel.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM Jacobson, to accept the February 11, 2008 Regular Meeting Minutes as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Miller, to pay the bills in the following funds: General - \$21,960.40, Payroll - \$10,799.41, Major Street - \$1,811.00, Local Street - \$75.00, Sanitary Sewer - \$4,267.69, Water - \$28,719.36, Arsenic Abatement - \$6,451.25. Motion carried.

Motion by CM Lee, second by CM Miller, to pay Brown City Tire & Auto for repairs to the DPW Ford dump truck in the amount of \$1,539.30. Motion carried.

PUBLIC QUESTIONS AND COMMENTS: None.

PERSONAL APPEARANCES: None scheduled.

DPW REPORT:

Written report reviewed. No questions or comments.

UNFINISHED BUSINESS:

1. School Flooding Issue: The City is working on a plan to install a shut-off valve in the catch-basin at the corner of George and Second Streets. Success will preclude having to dig up George Street and resolve the problem with the school.
2. 7030 Welles Street Basement Flooding: An inspection of the house last week revealed that the basement is still leaking. A water main leak test was negative. The DPW Foreman is contacting a local contractor to run a camera down the old combination, now storm, sewer to check for any obvious leaks.
3. Burger Building Sale: Paperwork was forwarded to Lawyer's Title in Sandusky. Expect the closing to take place next week.

4. **Motorcycle Club Park Use Scheduling:** The Melvin Hogtown Motorcycle Club had talked to the Park Board earlier this year about using the Park in August. No additional information at this time.

PETITIONS & COMMUNICATIONS: None scheduled.

PUBLIC HEARING: None scheduled.

ORDINANCES: None scheduled.

RESOLUTIONS:

1. **Resolution 08-03: A RESOLUTION TO FORMALLY APPLY FOR ASSISTANCE FROM THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES TO ENHANCE THE BROWN CITY COMMUNITY PARK.**

Motion by CM Miller, second by CM McIvor, to adopt Resolution 08-03: *A Resolution to Formally Apply for Assistance from the Michigan Department of Natural Resources to Enhance the Brown City Community Park.* ROLL CALL VOTE: Jacobson-yes, Miller-yes, McIvor-yes, Lee-yes. Motion carried.

MANAGER'S REPORT:

1. **DPW Laborer:** The City received 39 applications for DPW Laborer. Interviews and Pre-Employment Exams for the twelve people selected took place on February 15th. The DPW Foreman and I recommend the hiring of Ron Trombley, Jr. for this position. REQUEST CONCURRENCE.

The City Council concurred with the hiring of Ron Trombley, Jr., as a probationary DPW employee.

2. **DPW Vehicle Accident:** On Sunday, February 17th at about 8:30 AM, a DPW snow plow was struck by another vehicle that slid on the ice into the path of the DPW truck. There were no injuries. There was minor damage to the City's truck and more serious damage to the other vehicle. A police report was filed by Chief Smith.

3. **2008-2009 Brown City Budget:** Copies of the proposed 2007/2008 Draft Final Budget Amendment (yellow), proposed 2008/2009 Draft Budget (green), and cover memo are in your packets. The Amendment and Budget must be in place and approved by April 1st. Request a Council work session and/or Finance Committee meeting to review these documents, make decisions concerning Capital Improvement Projects, and schedule a Public Hearing. **REQUIRES MOTION.**

Motion by CM Lee, second by CM McIvor, to schedule a City Council Working Group Meeting for Monday, March 3, 2008 at 7:00 PM to review the 2007/2008 Final Budget Amendment and the DRAFT 2008/2008 Budget. Motion carried.

4. **City Property:** The resident who indicated an interest in purchasing the triangular piece of property east of the DPW garage and storage area and south of the railroad right-of-way now plans to wait until the snow clears before making an offer.

5. **MDOT Transportation Info Meeting:** The Bay Region Office and Cass City Transportation Service Center is hosting a Rural Elected Officials Meeting on Wednesday, March 12 at 9:30 AM (gold). Staff will discuss the 2008 construction program and plans for 2009-2011. The meeting is in Cass City. Do members of the City Council wish to attend?

Consensus of the City Council was to have the City Manager attend this meeting as the representative of the City.

- 6. HHS Poverty Guidelines:** The City Assessor has requested that the City Council identify the maximum amount in assets that a resident can have and still qualify for a Property Tax Poverty Exemption. Assets include, but are not limited to: real estate other than principal residence, motor vehicles, recreational vehicles and equipment, certificates of deposits, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc. The City Council needs to set a limit for personal assets. **REQUIRES MOTION.**

Motion by CM Jacobson, second by CM Miller, to set the limit for assets, as described in the paragraph above, at a maximum amount of \$17,000. Motion carried.

- 7. Area Unemployment Rates:** As provided by the Sanilac Economic Alliance, area unemployment rates as of December are: Tuscola – 8.8%, Sanilac - 9.1%, Lapeer – 9.4%, and St. Clair – 9.8%.
- 8. City Council Table:** If there is no objection from the City Council, the Council table will be sold on Ebay with the proceeds used to purchase more portable tables(s). The Library Board has requested they be consulted on the replacement tables.
- 9. Pocket Calendars:** The company that supplied the 2008 pocket calendars is having an “Early-bird Special,” and can offer a discounted rate if the City Council wants them for 2009.

Motion by CM Miller, second by CM Jacobson, to purchase 50 2008 pocket calendars at a cost of \$181.49. Motion carried.

- 10. Hawthorne Street:** This private street is located in Maple Valley Estates. A resident requested that the City spread salt on the first 300 feet of this street because of the ice build-up. Recommend salting the street as a health and safety issue and bill the owner for the cost.

Consensus of the City Council to salt the first 300 feet of Hawthorne Street and bill the owner for the City’s costs.

ATTORNEY’S REPORT:

- 1. Burger Building:** The closing of the sale of the Burger Building should proceed smoothly.
- 2. Billing:** We will start billing the City monthly instead of quarterly.

TREASURER’S REPORT:

1. The Treasurer presented her written report (attached).

COMMITTEE REPORTS:

1. Police- none.
2. Water & Sewer- none.
3. Tax & Finance- Council Working Group set for next Monday.
4. Streets & Sidewalks- none.
5. Buildings & Grounds- none.
6. Personnel – In response to a question from the Chairman, the City Manager stated: That the negotiation session with the Union will be in two weeks; Employee evaluations will be completed in March; Recommended staff pay increases are included in the DRAFT 2008/2009 Budget; and the City Manager semi-annual review is due in March. Plan is to formally promote Phil Bartle to DPW Foreman following completion of the negotiations with the Union.

GENERAL CONCERNS OF THE COUNCIL: None.

MAYOR'S REPORT:

- 1. Mayor Exchange:** The Michigan Association of Mayors has paired the City of Brown City with the City of Algonac. City Manager to set up the exchange in late June (after Brown City Days).

PUBLIC QUESTIONS AND COMMENTS:

Motion by CM Miller, second by CM McIvor, to adjourn at 7:27 PM. Motion carried.

Respectfully submitted,

Clinton K. Holmes
City Manager