

**BROWN CITY COUNCIL PROCEEDINGS
JULY 28, 2008**

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

Pledge of Allegiance led by Mayor Laura Carpenter.

PRESENT: Mayor Laura Carpenter, Council members: Pat Jacobson, Julie Miller, Ross McIvor, Mike Lents, Christine Lee, Ken Brown. City Manager Clint Holmes, City Attorney Gregory Stremers, City Clerk Kelly Pavel.

ABSENT: None.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Brown, second by CM Miller, to accept the Regular Meeting Minutes of July 14, 2008 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Brown, to pay the bills in the following funds: General - \$59,261.84, Payroll - \$12,053.52, Major Street - \$2,056.60, Local Street - \$7,255.60, Sanitary Sewer - \$7,123.62, Water - \$10,485.05, Storm Sewer - \$4,760.88, Equipment - \$45.29. Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

PERSONAL APPEARANCES:

1. Mr. Jim Rutkowski – new Coordinator for the Sanilac Economic Alliance (SEA) introduced himself to the Council and asked for their input on any items that may arise in the future.
2. Attorney Greg Ross - candidate for 73A District Court Judge, spoke with Council regarding his bid for this seat and requesting support.

DPW REPORT: Written report reviewed. No questions or comments.

UNFINISHED BUSINESS:

1. 7030 Welles Street Basement Flooding – Line televised – No leaks detected.

City Manager reported no new updates on unfinished business portion of agenda.

PETITIONS & COMMUNICATIONS:

Motion by CM Brown, second by CM Lents, to accept the pre-application building permit for 4354 Main Street, to demolish existing garage / replace with one that is 20' X 24', provided that all setback requirements are properly met. Motion carried.

PUBLIC HEARING: None scheduled.

ORDINANCES: None scheduled.

RESOLUTIONS: None scheduled.

MANAGER'S REPORT:

1. **Cathodic Protection System:** The inoperable cathodic protection system on the water tower has been replaced and the system is fully operational. This system is designed to reduce corrosion. Parts and installation of the equipment was \$4,500.
2. **City Hall Sign:** The new City Hall/Library signs were picked up by the DPW on Friday, July 25th, and they installed them on the north and east sides of the building.
3. **2008 Street Rehabilitation Program:** The (Acting) City Engineer is still working on the construction plans for Lincoln, Maple and Welles Streets. He contacted me on July 23rd to say that he is still trying to locate some storm drains. He will be working with the DPW to locate them. The plans should be complete, and a draft Request For Proposals available at the next City Council meeting for your review and potential approval.
4. **Downtown Development Authority (DDA):** The DDA met with the Park Board on July 15th to discuss areas of mutual interest and determine how the two organizations can better promote the Park and the City as a whole. The meeting was well attended by members of both groups. A copy of the report by the consultant is enclosed (orange).
5. **St Marys Street Sewer Repairs:** After receiving a complaint about a sewer backup that contained storm water debris, the DPW excavated to check the connection. Apparently, the house was connected to the old combination sewer instead of the sanitary sewer. The connection was rerouted and is now operating correctly.
6. **Phase III Sewer Rehabilitation:** The Sanilac County Board of Public Works and the Board of County Commissioners approved the contract for the bond. The completed contracts were signed by the Mayor and Clerk and returned to the bond attorney. Once the City's Qualifying Statement is approved by the State of Michigan Department of Treasury (expected within the next couple of weeks), the bond can be sold to Tri-County Bank.
The Request For Proposals was completed, reviewed by the Water and Sewer Committee Chairman, and mailed to the companies that bid last year. Bids are due August 7th, and will be available for review and potential approval at the next City Council meeting.
7. **Cemetery Board:** The Board's quarterly meeting took place on July 15th. The two primary decisions to come out of the meeting were to increase the administrative fee paid to the City from \$500 to \$750 per year; and to increase the cost of grave openings by \$50 to \$450 due to increased contractor costs.
8. **City Hall Phone System:** The City is contacting vendors to determine costs associated with upgrading the City Hall phone system. New system should have caller ID, voicemail, and automatic answering. Should the City get enough voicemail boxes so that there is one for each elected official?

ATTORNEY'S REPORT: No new business.

TREASURER'S REPORT: None.

COMMITTEE REPORTS:

1. Police (Miller) – None.
2. Water and Sewer (Lents) – None.
3. Tax and Finance (Lee) – None.
4. Streets and Sidewalks (Jacobson) – None.
5. Building and Grounds (Brown) – None.
6. Personnel (Mclvor) – None.

GENERAL CONCERNS OF THE COUNCIL:

CM Brown reminded City Manager that old septic tanks may still be in place at the Kosal and Parks property on Main Street, and need to be inspected.

City Manager reported that a recent complaint regarding a resident burning yard waste was brought to his attention. Yard waste is collected by the DPW and is not allowed to be burned. City Police will monitor this situation.

CM Brown suggested that Exchange State Bank be notified that the front ditch and trees need to be addressed within two weeks or the City will correct the situation and charge for the work performed. CM Lents suggests that fall may be a better time to replant trees.

MAYOR'S REPORT: None.

PUBLIC QUESTIONS & COMMENTS:

County Commissioner Bill Walters reminded council of the upcoming election and as asked for their support in his bid for his re-election.

Motion by CM Miller, second by CM Mclvor to adjourn at 7:34 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk