

**BROWN CITY COUNCIL PROCEEDINGS
AUGUST 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, Council members: Pat Jacobson, Julie Miller, Ross McIvor, Mike Lents, Christine Lee, and Ken Brown. City Manager Clint Holmes, City Attorney Gregory Stremers and City Clerk Kelly Pavel.

ABSENT: None.

ADDITIONS, CORRECTIONS & DELETIONS TO AGENDA: None.

Motion by CM Brown, second by CM McIvor, to accept the Regular Meeting Minutes of August 11, 2008 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Brown, to pay the bills in the following funds: General - \$18,155.17, Payroll - \$11,383.09, Major Street - \$445.20, Local Street - \$1,540.80, Sanitary Sewer - \$2,729.34, Water - \$2,505.82, Arsenic Abatement - \$1,973.03, Storm Sewer - \$628.15, Equipment - \$4,659.99. Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

PERSONAL APPEARANCES: None scheduled.

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

UNFINISHED BUSINESS:

1. 7030 Welles Street Basement Flooding – The DPW plans to install a catch basin on the north side of the alley and run a 6” pipe to carry the storm water to the catch basin in the City parking lot. The work is scheduled to begin on Thursday, August 28th.

PETITIONS & COMMUNICATIONS:

Motion by CM Brown, second by CM Lee, to accept the pre-application building permit for 4340 Main Street to install a 12’ x 20’ skid shed. Motion carried.

PUBLIC HEARING: None scheduled.

ORDINANCES: None scheduled.

RESOLUTIONS: None scheduled.

MANAGER'S REPORT:

1. **Phase III Sewer Rehabilitation Project:** The Qualifying Statement for Sanilac County is still pending. The City received a letter from Michigan Pipe thanking the City for the contract and agreeing to hold the bid price for 90 days.
2. **2008 Street Rehabilitation Program:** The working plans for the 2008 Street Project from the (Acting) City Engineer arrived on August 18th. A Request for Proposals was put together using the information provided. Following a discussion with the Streets and Sidewalks Committee Chairperson, the RFPs were mailed out (lavender). The bids are due back by 2:00 PM on Thursday September 4th. The bids for the reconstruction of Lincoln, Maple and Welles Streets, as well as repairing five road cuts (Vine, Reed, St Marys (2), and Walter Streets) will be available your review and potential approval at the September 8th meeting.
3. **Park Vandalism:** The glass covering the electric meter in the Park was smashed sometime prior to August 15th. There is also the possibility an attempt was made to steal some of the copper wiring. The damage was reported to Brown City Police by one of the coaches using the adjacent ball field. The DPW Foreman has contacted DTE, and they are scheduled to repair the damage on August 26th.
4. **Wayfinding Signs:** At the request of the Park Board, I contacted MDOT to determine the procedure to have directional signs for the Park placed on Main Street / M-90. MDOT will install them at no cost to the City if approved by the City Council and then requested by letter. Recommend placing signs on both sides of M-90 at Cade Road and at McMorrان. Requesting these four signs REQUIRES MOTION.

Motion by CM Brown, second by CM Lee, to install Wayfinding Signs for the City Park, on M-90 and the corners of Cade as well as M-90 and the corner of McMorrان. Motion carried.

5. **Water Treatment Plant Emergency Generator:** The DPW inspected the emergency back-up generators being sold by the City of Lapeer by auction in October. Of the two generators, the one is essentially worn-out due to over-stress; the second has had lighter use but apparently parts are no longer available. The DPW does not recommend the purchase of either of these generators. How does the City Council wish to proceed?

Council consensus that City Manager investigate prices for a new generator.

6. **DPW Replacement Truck:** The current salt spreader truck should be scrapped. The other pick-up truck is not heavy duty enough to support the 5,000 pound weight of the loaded salt spreader. Recommend the City Council approve purchase of a used 1-ton pick-up truck adequate to support the salt-spreader.
7. **Bad Check Policy:** A copy of the proposed Bad Check Policy was presented to the City Council at the last meeting. A copy is enclosed (yellow). **REQUIRES MOTION.**

Council consensus for City to continue with present bad check writing policy.

8. **Exchange State Bank:** I met with Mr. Phelan on concerning the trees on the Bank's northern boundary and the ditch adjacent to Main Street. One tree should be moved and a second added this fall. Mr. Phelan is putting together a plan to fix the ditch and will provide it to the City for review.
9. **800 MHz Radios:** The US Government is requiring that public safety radios operate at 800 MHz and reduce bandwidth from 25 to 12.5. Unfortunately, existing police and fire radios can not be converted to the new format. Departments must be compliant within about three years. Cost of new radios is about \$2,300 each and there will be a \$100-\$200 per year license requirement for each radio. Brown City Police would need at least five radios (two in-car and three portable) and the Fire Department about 11. The Sanilac County Emergency Services Director is working on a grant for radios; however, if received there will probably still be some match dollars required and if denied the City is looking at a \$12,000 expense for police communications. Recommend waiting to determine the status of the grant (but I plan to begin putting aside money so funds can accumulate over the next three years).
10. **MML Annual Conference:** The annual MML Conference is October 1-4 at Mackinac Island. I do not plan to attend. However, if any of the elected officials are interested, applications are due and the City Council would need to appoint an official representative to vote at the business meeting on October 4th.
11. **School Crossing Guard:** The City has only received one application for school crossing guard for the corner of Main and John Streets. Apparently, the City took responsibility for filling this position on September 11, 1978 and hired the first crossing guard on November 13, 1978.
12. **Manager Availability:** I will be out of state the second week of September.

ATTORNEY'S REPORT: None.

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) –
 - a. Main street sidewalks have been resealed this summer.
 - b. Dead trees along Main Street need removal.
 - c. Trees in front of Sunoco are a hindrance to exiting parking lot and need to be trimmed.
 - d. Black dirt needs to be added to work done at old BP station.
5. Building and Grounds (Brown) – none.
6. Personnel (McIvor) – none.

GENERAL CONCERNS OF THE COUNCIL:

CM Lee reported that street light on the corner of Lincoln and Wood Streets has not been operating in a normal fashion since the weekend storm.

CM McIvor questioned the amount of water being pumped near the railroad tracks from J & J Farm Service, leaving ground too wet to mow. City Manager will investigate with owner.

MAYOR'S REPORT:

Mayor Carpenter thanked the council for flowers received after her recent surgery.

PUBLIC QUESTIONS & COMMENTS: None.

Motion by CM Brown, second by CM Lee, to adjourn at 7:21 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk