

**BROWN CITY COUNCIL PROCEEDINGS**  
**OCTOBER 12, 2009**

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

Pledge of Allegiance led by Mayor Laura 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, 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 September 28, 2009 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Lee, second by CM Brown, to pay the bills in the following funds: General - \$14,728.90 (3812-3834), Payroll - \$13,007.21 (4283-4303), Major Street - \$17.72 (3670), Sanitary Sewer - \$916.54 (2970-2971), Water - \$13,453.53 (1705-1712), Equipment - \$74.77 (1210). Motion carried.

Motion by CM Lee, second by CM Jacobson, to pay the USDA for Renaissance Zone Interest in the amount of \$902.50. Motion carried.

Motion by CM Lee, second by CM Miller, to pay principal and interest to the Sanilac County Treasurer for the Brown City 2008 Sewer Improvement Project in the amount of \$20,386.66. Motion carried.

Motion by CM Lee, second by CM Brown, to pay principal and interest to the Sanilac County Treasurer for the Brown City Arsenic Abatement Project in the amount of \$34,620.00. Motion carried.

Motion by CM Lee, second by CM Jacobson, to pay Pro-Line Asphalt in the amount of \$139,041.94 for the Brown City 2009 John Street Project. Of this, \$7,000 (~5%) will be retained by the City until released by the City Engineer. Motion carried.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC QUESTIONS & COMMENTS:** None.

**POLICE REPORT:** Written report reviewed. No questions and comments.

**UNFINISHED BUSINESS:** None.

**PETITIONS & COMMUNICATIONS:**

1. **Sign Permit for Colonial Car Care – 6964 Walter Street.** The Planning Commission recommends approval.
2. **Sign Permit for Sacred Heart Catholic Church – 7090 Cade Road.** The Planning Commission recommends approval.

Motion by CM Brown, second by CM McIvor, to accept the pre-application building permit for Colonial Car Care, 6964 Walter Street to install a new sign on the south wall of their building and for Sacred Heart Catholic Church, 7090 Cade Road to install a sign. Motion carried.

**PUBLIC HEARING:** None scheduled.

**RESOLUTIONS:** None scheduled.

**ORDINANCES:** None scheduled.

**MANAGER'S REPORT:**

1. **Brown City Street Project:** The (acting) City Engineer is apparently still working with the street contractor to finalize the bill for John Street.
2. **Police Car:** The new car is tentatively scheduled to arrive at Cruisers (the company installing the lights, radios, et cetera) this week, and should be ready for delivery to the City before Halloween. The City received a bid for the old car from Chicago Motors. How does the City Council wish to dispose of this vehicle?
3. **Halloween Hours:** In years past, the City set Halloween hours from 5:30 to -7:30 PM by motion. What hours does the City Council wish to set for this year? **REQUIRES MOTION.**

Motion by CM Brown, second by CM Miller, to set the Trick or Treat hours on October 31, 2009 from 5:30 pm until 7:30 pm. Motion carried.

4. **2009/2010 October Budget Amendment:** The draft copies of the proposed budget amendment were provided to the three members of the Finance Committee. Recommend scheduling a meeting of the committee so a proposed budget amendment may be provided to the City Council for action at the October 26<sup>th</sup> meeting.

Tax and Finance Committee Meeting is scheduled for October 15, 2009 at 6:30 p.m.

5. **Mapleview Estates:** The City Assessor inspected Mapleview Estates and determined that some of the property, such as sheds and patio roofs could be taxed as the personal property of residents. The City has never collected this type of tax before from Mapleview Estates. Best estimate is that this would raise a maximum of \$500 in revenue for the City. How does the City Council wish to proceed?

City Council consensus is to not pursue this additional assessment at this time.

6. **Brown City Park:** The gates to the Park will be closed for the winter on or about November 2<sup>nd</sup>. This will allow access to the police for patrol during Halloween. Mr. Chris Madia plans to winterize the Pool Pavilion within the next couple of weeks. He will coordinate with the DPW so they are familiar with the procedures.
7. **Sandusky Municipal Survey:** The City of Sandusky surveyed various communities in the Thumb area concerning utility and millage rates, and the number of current employees by department. A copy of the summary sheet is enclosed (gold). A section was added showing the quarterly and yearly rates for each of the communities' utility rates to provide a better comparison.
8. **Windmills:** The Planning Commission tabled Ordinance 153.00 Wind Energy Systems (WES) to provide an opportunity for additional review.
9. **Emergency Generator:** The City mailed out requests for bids from local concrete contractors to build the pad for the emergency generator (blue). They should be available for review and action by the City Council at Monday's meeting. **REQUIRES MOTION.**
10. **4254 Main Street:** The individual who appeared before the Planning Commission and City Council with the proposal to establish the New Beginning Camp, LLC., Alternative Education, Substance and Abuse Program called to say that he had found a facility that would better meet his needs in Lapeer County.
11. **Water Tower Service Agreement:** The City received the contract for the annual inspection and maintenance of the cathode anti-corrosion system installed in the water tower. Recommend the City Council approve this \$635.00 cost and authorize the Mayor to sign the renewal contract (orange). Since Dixon Engineering is scheduled to provide a complete inspection of the tower on October 22<sup>nd</sup>, the additional services available with this contract are not required at this time. **REQUIRES MOTION.**

Motion by CM Lents, second by CM Brown, to authorize the Mayor to sign a renewal contract for the annual inspection and maintenance of the cathode anti-corrosion system in the water tower at a price of \$635.00. Motion carried.

12. **City Hall Furnace:** The furnace in City Hall is having some ignition and blower problems. The technician says that replacement parts are not readily available and will be expensive. Similar problems were caused by the Library furnace two years ago. Recommend requesting bids to replace both furnaces with energy efficiency models. **REQUIRES MOTION.**

City Council consensus that the City Manager request RFP's for the replacement of the furnaces in City Hall.

13. **Rename Resolution 09-05 to 09-06:** The Resolution approving Special Assessments approved by the City Council at the last meeting should have been numbered 09-06 instead of 09-05. Request motion to make the correction. **REQUIRES MOTION.**

Motion by CM Lee, second by CM McIvor, to rename Resolution 09-05 to 09-06 per the request of City Manager. Motion carried.

**14. Transfer Bond Funds to City:** The City has about \$26,491.82 on account with Sanilac County. This includes \$1,561.50 remaining from the Water Treatment Facility Bond; \$11,969.35 from the Water Tower Bond (yellow); and \$12,960.97 remaining from the Sanitary Sewer Bond. Recommend a MOTION to transfer the remaining funds in the Water Treatment Facility Bond to the City; and to apply the funds remaining in the Sanitary Sewer and Water Tower Bonds to the next bonds payments. **REQUIRES MOTION.**

Motion by CM Lents, second by CM Jacobson, to transfer the remaining funds in the Water Treatment Facility Bond to the City and to apply the funds remaining in the Sanitary Sewer and Water Tower Bonds to the next bonds payment. Motion carried.

**15. December Meetings:** The December Regular Council Meeting dates are scheduled for December 14<sup>th</sup> and 28<sup>th</sup>. Recommend the meeting dates be changed to December 7<sup>th</sup> and 21<sup>st</sup>.

Motion by CM Miller, second by CM Lee, to reschedule the December 2009 Regular Council Meeting dates to December 7<sup>th</sup> and 21<sup>st</sup>. Motion carried.

**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) – none.
5. Building and Grounds (Brown) – none.
6. Personnel (Mclvor) – none.

**GENERAL CONCERNS OF THE COUNCIL:**

CM Jacobson asked if a report regarding a loose manhole cover on St. Mary's Street was made. City Manager reported that the manhole has been barricaded and will be repaired.

CM Miller questioned if the sinking areas of asphalt on Main Street are being addressed. City Manager reported that one area does not appear repairable the other area will be addressed.

CM Lents suggested that the City Manager may want to contact Ron Trombley regarding a masonry contractor that he works with since we are having trouble receiving bids.

**MAYOR'S REPORT:** None

**PUBLIC QUESTIONS & COMMENTS:**

Sanilac County Commissioner Daws gave a brief update regarding County happenings.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM McIvor, to adjourn at 7:21 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk