

BROWN CITY COUNCIL PROCEEDINGS

MARCH 8, 2010

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

Pledge of Allegiance led by Mayor Carpenter.

PRESENT: Mayor Laura Carpenter, Councilmembers – Patricia Jacobson, Christine Lee, Ross McIvor, Julie Miller, and Bill Walters; Deputy City Clerk David R. Van Cura, City Manager Clint Holmes.

ABSENT: Councilmember Ken Brown, City Clerk Kelly Pavel, and City Attorney Greg Stremers.

ADDITIONS, CORRECTIONS & DELETIONS TO AGENDA:

1. Personal Appearances – ADD: Mr. Eric Tubbs.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM McIvor, to accept the Regular Meeting Minutes of February 22, 2010 as presented. Motion Carried.

PAY BILLS:

Motion by CM Lee, second by CM Jacobson, to pay the bills in the following funds: General - \$29,850.51 (4025-4048), Payroll - \$12,651.92 (4454-4469), Major St. – \$1,573.95 (3681), Local St. - \$1,573.95 (1436), Sanitary Sewer - \$1,315.44 (3005-3006), Water - \$613.02 (1771-1774), Equipment - \$159.11 (1231-1232). Motion Carried.

PERSONAL APPEARANCES:

1. Mr. Eric Tubbs – Mr. Tubbs is running for Republican State Representative in the 83rd. District and wanted to introduce himself to the City Council.

PUBLIC QUESTIONS & COMMENTS: None.

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

UNFINISHED BUSINESS: None.

PETITIONS & COMMUNICATIONS:

1. 7115 Maple Valley Road (MAC) – Request for permit to construct a 75' diameter grain storage bin (Planning Commission recommends approval).

Motion by CM Lee, second by CM McIvor, to accept the pre-application building permit for M.A.C. Elevator, 7115 Maple Valley Rd., to construct a 75' diameter grain storage bin. Motion Carried.

2. 7123 Welles Street - Install manufactured home on vacant lot (Planning Commission recommends approval).

Motion by CM Walters, second by CM McIvor, to accept the pre-application building Permit for Ted Wasinski, 7123 Welles St., to install a manufactured home. Motion Carried.

RESOLUTIONS:

1. Schedule a Public Hearing concerning Resolutions 10-02 and 10-03 for 7:15 PM on Monday, March 22nd.

Motion by CM Lee, second by CM Jacobson, to schedule a Public Hearing concerning the 2010-2011 City Budget and the property tax millage rates proposed to be levied to support the proposed budget will be subjects of this hearing. The Public Hearing will be held on Monday, March 22, 2010 at 7:15 PM. Motion Carried.

PUBLIC HEARING: None.

ORDINANCES: None.

MANAGER'S REPORT:

- 1. Emergency Generator:** The project is completed. The company that supplied the generator provided a start-up technician who checked the installation and tested the generator. The generator was fully on-line and operational on the afternoon of February 23rd. Therefore, should the City lose power for any reason, water will be available with no interruption and in required amounts. Should the emergency system switch on, the City Manager and DPW Foreman will be notified immediately by cell phone.
- 2. Tri-County Bank Driveway:** The Tri-County Bank Main Office plans to re-asphalt their drive-thru and parking lot next summer. They would also like to have the driveway adjacent to the railroad tracks, which is owned and maintained by the City, done at the same time. They have offered to pay for half of the resurfacing on the driveway if the City is willing to pay for the other half (and any engineering required). Does the City Council wish to share the cost for this project?

The Council would like to review the 2010/2011 Budget. Item tabled until the next Council meeting.

- 3. Board of Review:** The Board of Review is scheduled to meet to act on property owner concerns. They are scheduled to hear protests from 2:00 to 5:00 PM and 6:00 to 9:00 PM on Tuesday, March 16th and from 9:00 AM to 12:00 Noon and 1:00 to 4:00 PM on Wednesday, March 17th. A copy of the official notice is enclosed (tan) and was advertised in the Banner and on the City's website (www.ci.brown-city.mi.us).
- 4. City Water System Inspection:** The Michigan DEQ inspected the City's water system and interviewed the operators on March 3rd. The inspection went very well and the DEQ stated that DPW Foreman Phil Bartle is doing an excellent job with both the system and the associated reports. They requested and were provided a copy of the water tower inspection report

completed by Dixon Engineering in December (the actual inspection took place October 22nd). The inspector also recommended the City Manager become certified. If there is no objection from the City Council, I will begin that process when classes are available.

5. **MDOT Presentation:** The Cass City TSC is presenting a Rural Elected Officials Meeting on Monday, March 15th beginning at 1:00 PM. A copy of the proposed agenda is enclosed (pink). Are any members of the City Council interested in attending this meeting with me?
6. **City Lot:** City Ordinance Section 17.900 became effective on March 1st, allowing the City to transfer the lot on the south end of Welles Street. The City Attorney has provided a copy of the Quit Claim Deed that must be signed by the Mayor and City Clerk. Once payment is received, the transfer can take place. Recommend providing a reminder along with the deed that the property must be maintained in accordance with City Ordinance Section 91.10.
7. **Meth Lab Training:** The Brown City Fire Department is sponsoring a class concerning methamphetamine manufacturing labs. The class is at the Fire Department building on Friday, March 26th at 6:00 PM. The City Council is invited to attend. Members of the Brown City Police Department plan to be there.
8. **Mayor Exchange:** The Village of Capac has agreed to join with us for Mayor Exchange. They have proposed Wednesday, July 21st with us meeting there in the morning and for lunch and them meeting here in the afternoon and for dinner. The City needs to put together an agenda and forward it to them when possible.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: None.

MAYOR'S REPORT:

1. City Manager evaluation forms are due back at the next meeting (March 22).

COMMITTEE REPORTS:

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

BUDGET REVIEW:

1. 2009/2010 DRAFT Budget Amendment: City Manager reviewed the 2009/2010 Draft Final Budget in detail. The Sanitary Sewer Fund currently has a \$16,475.00 deficit. City Manager recommends the General Fund loan \$20,000.00 to the Sanitary Sewer Fund. It will be paid back from revenue generated from the sanitary sewer fee increase.

Motion by CM Walters, second by CM Mclvor, to have the General Fund loan \$20,000.00 to the Sanitary Sewer Fund and for the Sanitary Sewer Fund to pay back the General Fund. Motion Carried.

2. 2010/2011 DRAFT Municipal Budget: City Manager reviewed the 2010/2011 DRAFT Municipal Budget. There is a \$255,000.00 reduction in the General Fund Budget. Proposed major expenses are: repaving Walter St. between Main & First and possibly sharing the cost to repave the Tri-County Bank driveway, storm drain projects on Fourth St. and Lincoln St., overhaul Well #4, and replace media in Arsenic Plant #4.

GENERAL CONCERNS OF THE COUNCIL:

1. Councilmember Walters asked if the DPW could clean up trash on downtown Main St.
2. Councilmember Mclvor informed the Council that the bowling alley parking lot may be used for the Clown Band performance during Brown City Days.

PUBLIC QUESTIONS & COMMENTS:

1. County Commissioner Daws updated the Council on the proposed Sanilac County ORV Ordinance and the current County Recycling Center.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Mclvor, second by CM Jacobson, to adjourn at 8:44 PM. Motion Carried.

Respectfully submitted,

David R. Van Cura
Deputy City Clerk