

**BROWN CITY COUNCIL MEETING
JANUARY 8, 2007**

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: Ron Wood, Mike Lents, Christine Lee, Ken Brown. City Manager Clint Holmes, City Attorney Gregory Stremers, City Clerk Kelly Pavel.

ABSENT: CM Julie Miller (arrived 7:10 PM) and CM Ross McIvor (arrived 7:30 PM).

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION AND APPROVAL OF MINUTES:

Motion by CM Brown, second by CM Lee, to accept the Regular Meeting Minutes from December 18, 2006 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Brown, to pay the bills in the following funds: General - \$20,018.84, Payroll - \$21,571.69, Major Street - \$195.84, Local Streets - \$43.78, Sewer - \$3,782.31, Water - \$6,540.59, Arsenic - \$1,200.00, Equipment - \$1,358.23. Motion carried.

PUBLIC QUESTIONS & COMMENTS:

Fire Chief Jim Groat personally thanked the Brown City Police and DPW for their assistance and cooperation during the major fire on January 7, 2007, as well as for the numerous food donations from local and area businesses.

Motion by CM Brown, second by CM Lee, that a Letter of Thanks be sent to the fire departments who assisted the Brown City Fire Department, and to those businesses that provided food and beverages during the large fire on January 7, 2007. Motion carried. The Fire Chief will provide the required names and addresses.

PERSONAL APPEARANCES: None scheduled.

POLICE REPORT:

Written report reviewed. No questions or comments.

OLD BUSINESS:

1. Bullock Project – essentially completed.

2. Codification of City Ordinances-
 - a. DRAFT City Ordinance 52.07 (B) Rates
 - b. DRAFT City Ordinance 92.10 Pet Sanitation and 92.11 Duty To Control Dogs
 - c. DRAFT City Ordinance 05-01 Adopt Codified Ordinances
Schedule Public Hearing for 1-22-07 at 7:15 p.m.
3. Arsenic Abatement – Funding application must be complete by 2-1-07
 - a. Plan Review – Approved by Planning Commission 1-4-07
 - b. RESOLUTION 07-01 – County Bond
 - c. USDA Application Guide
Schedule Public Hearing for 1-22-07 at 7:30 p.m.

City Manager requests that necessary Public Hearings be scheduled if there are no further questions.

CM Brown recommended adding the phrase ‘non-farm and/or household’ before the word ‘animal’ throughout draft Ordinance 92.10. Also to add a definition for ‘non-farm and/or household animals’ to the ordinance. City Attorney sees no problems with these changes.

Motion by CM Wood, second by CM Brown, to schedule a Public Hearing for January 22, 2007 at 7:15 p.m. regarding Ordinance 92.10, 92.11 and 05-01 as amended. Motion carried.

CM Miller arrived at 7:10 p.m.

Motion by CM Lee, second by CM Brown, to schedule a Public Hearing on January 22, 2007 at 7:30 p.m. regarding Resolution 07-01 and for the City Manager to start the application process for Well #3 Water Treatment Plant. Motion carried.

City Manager discussed plans for Well #3 and discussed that these plans were approved at the Planning Commission.

Motion by CM Brown, second by CM Lents, to accept the Water Treatment Facility plans and pre-application building permit for Well #3. Motion carried.

PUBLIC HEARING: None scheduled.

RESOLUTIONS: None scheduled.

PETITIONS & COMMUNICATIONS:

Motion by CM Brown, second by CM Lee, to approve the pre-application building permit for 4193 Second Street to construct a 6’ x 9’ porch and 28’ x 16’ room addition. Motion carried.

Motion by CM Brown, second by CM Lee, to approve the proposed demolition permit for the Brown City Lanes and Lounge. Motion carried.

ORDINANCES: None scheduled.

CM McIvor arrived at 7:20 p.m.

MANAGER'S REPORT:

1. **Council Priorities:** The worksheet provided to the City Council at the beginning of the year to identify your priorities is attached (chartreuse). A copy of the priority list for 2006 is also included. Request you return the completed worksheets to me at the next City Council meeting so I can develop a spreadsheet listing your priorities.
2. **Brown City Pharmacy:** The formal sale of the old pharmacy building scheduled for January 3rd was delayed. The closing is tentatively rescheduled for January 10th or 11th. There is no additional information available concerning the Exchange State Bank.
3. **Michigan Liquor Control Commission:** The LCC sent an Inspector to investigate the background of the license issued to Bud's Corner Café. The owner is being subpoenaed to a 'show cause' hearing before the LCC Commission. LCC expects the situation to be resolved within 30-45 days.
4. **Brown City Fire Authority:** The board reviewed their draft 2007/2008 budget at the January 2nd regular meeting. Unless there are significant changes when the budget is formally approved on March 6th, the City's contribution is expected to increase by \$2,154.46 over last year to \$31,118.65. Increase is primarily due to new requirements by the Authority's insurance carrier and planned equipment purchases. Expect the four townships to also pay proportionately more.
5. **Well #3:** The well is overdue for overhaul, this is normally done every five years, but because it is out of service until the new water treatment facility is on-line, the overhaul was postponed to 2007. The estimate received from Layne-Northern for a regular overhaul is \$23,490 (blue). The cost for the last overhaul in 1997 was \$19,930.24. Note that the estimate to overhaul Well #4 in December 2005 was \$28,500, but with required supplemental repairs, ended up costing almost \$43,000. Recommend overhauling before construction on the new water treatment facility begins in the summer/fall. How does the City Council wish to proceed?

Council consensus that City Manager seek RFPs for this work.

6. **Tracking DPW Hours:** A new worksheet was developed to better track DPW activities. The new forms are daily rather than semi-monthly and should be completed by the individual employees. However, the union employees have filed a grievance with Operating Engineers because Page 26 of the Union Contract states the DPW Supervisor is responsible for tracking hours and they need to be turned in only at the end of the pay period. A lengthy discussion with the Union Representative took place to detail the City's position. A response from the Union is pending following "talking with the guys." Completed worksheets for December 20-January 2 are available for your review.

Motion by CM Wood, second by CM Brown, to adopt the Employee Daily Activity Report Policy which was presented and discussed. Motion carried.

7. **COMCAST – WSMH-FOX (Channel 97):** The City received notice that COMCAST may have to “suspend carriage” of FOX Channel 97 due to contract issues. COMCAST letter attached (yellow). This notice has already been placed on Channel 6 BCTV and the City’s webpage.
8. **2007 Banner Article:** The Brown City Banner ran an article detailing anticipated 2007 City accomplishments in their January 2, 2007 issue. A copy is attached (orange).
9. **City Manager Training:** As discussed at the last City Council meeting, I will be in Howell for ‘Downtown Revitalization’ training all day on January 9th. Also, the next meeting of the Agri-Business Michigan Works! is in Marlette during the morning of January 10th.
10. **Rating Pavement Surface Condition:** The criteria used by MDOT to classify the condition of streets is included in your packet (white). The goal is to classify each block of each paved street using this information during 2007.
11. **Martin Luther King, Jr. Day:** City Hall will be OPEN on January 15th.

ATTORNEY’S REPORT:

Thank you for the recognition that legal fees are reflecting where the City Council prefers them. Intend to maintain workable and successful relationship.

COMMITTEE REPORTS:

1. Police (Miller) - none.
2. Water and Sewer (Lents) – none.
3. Tax and Finance (Lee) – none.
4. Streets and Sidewalks (Wood) – schedule committee meeting to discuss streets and sidewalk work for this coming summer in the very near future. Discussion regarding possible drainage work to be done in the future.
5. Buildings and Grounds (Brown) – none.
6. Personnel (McIvor) – none.

CM Brown suggesting that Police Department locate burned out street lights and Detroit Edison be contacted.

CM Brown suggests that Letters of Congratulations be sent to Brown City Schools regarding recent holiday tournament victories for the Freshman, JV and Varsity Boys Basketball teams over the holiday.

GENERAL CONCERNS OF THE COUCIL:

CM Lee questions some sign locations at various businesses that are restricting driver's view. City Manager will investigate and speak with business owners.

General discussion regarding Beer and Wine license status at Bud's Corner Restaurant.

MAYOR'S REPORT:

PUBLIC QUESTIONS AND COMMENTS:

Ross McIvor thanked all citizens and the City for their assistance during yesterday's fire.

Motion by CM Miller, second by CM Wood, to adjourn at 7:51 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk