

**BROWN CITY COUNCIL PROCEEDINGS  
OCTOBER 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, Julie Miller, Ross McIvor, Christine Lee, Ken Brown, City Manager Clint Holmes, City Attorney Douglas S. Touma, City Clerk Kelly Pavel.

**ABSENT:** Council member Mike Lents.

**ADDITIONS, CORRECTIONS AND COMPLETIONS TO AGENDA:**

City Manager asks that a pre-application building permit be added to the agenda for 4397 Main Street for Mike's Mini Mart.

Motion by CM Brown, second by CM Wood, to accept the Regular Meeting Minutes of 9-24-07 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Lee, second by CM Wood, to pay the bills in the following funds: General - \$11,446.83, Payroll - \$11,924.48, Local Streets - \$315.08, Sanitary Sewer - \$3,300.00, Water - \$7,597.33, Arsenic Abatement - \$2,000.00, Storm Sewer - \$407.78, Equipment - \$118.89. Motion carried.

Motion by CM Lee, second by CM Brown, to pay Huron Consultants in the amount of \$10,400.00 for arsenic abatement fees. Motion carried.

**PUBLIC QUESTIONS AND COMMENTS:** None.

**PERSONAL APPEARANCES:** None scheduled.

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

CM Wood questioned if a part time police officer has been hired recently. City Manager stated that no new part time officer has been hired, one officer is a fill in from time to time.

CM Wood discussed his concerns with the City's police officers not residing within the city limits. Discussion regarding the fact no applicants for positions have been received from local people in the past. City Attorney stated that Michigan law prohibits requiring public employees to live within the City.

CM Wood suggested that officers who don't live in the community be put on a wage freeze. The City Attorney stated that this would not be appropriate under Michigan law. He also discussed the need for the City to entice officers to become a part of our community.

CM Miller questioned why CM Wood is concerned for officers living within town. CM Wood explained that he feels that if officers lived in town they would be involved in community happenings and events, they would be more aware of activities that are going on at all times.

**UNFINISHED BUSINESS:**

1. Arsenic Abatement – Treatment Plant must be fully operational by February 1, 2008. Please see Manager's Report.

**PETITIONS AND COMMUNICATIONS:**

1. 4397 Main Street, Mike's Mini Mart – install sign and steel roofing.

Motion by CM Brown, second by CM Lee, to accept the pre-application building permit for 4397 Main Street, Mike's Mini Mart to replace a portion of the roof with steel as well as installation of a new sign on the building. Motion carried.

**PUBLIC HEARING:** None scheduled.

**ORDINANCES:** None scheduled.

**RESOLUTIONS:** None scheduled.

**MANAGER'S REPORT:**

1. **Water Treatment Facility:** The walls and roof are complete. The contractor applied the first of two coats of floor sealer and installed the preliminary piping. Emergency power was connected to the pump and the required water samples were drawn and sent to DEQ on time. A meeting with the contractor and engineer on September 26<sup>th</sup> revealed the project is on schedule and no significant problems are anticipated; agenda attached (blue).
2. **Vine Street Flooding:** The project to install three storm water catch basins on Main Street on the west side of the BP Gas Station, as well as to the south and southeast is essentially complete. The dirt needs to settle before grass is planted. Expect to replace the asphalt on M-90, and the small area of the parking lot damaged during the project, in the spring. The DPW continues to move dirt to the Park and construct the storm water containment berm. Anticipate completion within the next 30 days.
3. **Mid-Michigan Innovation Team:** A briefing was held at ISD at 8 AM on September 28<sup>th</sup>. The program, using a \$15M grant from USDOL, is designed to integrate K-12 educational programs with area businesses and industry to produce workers with the necessary skills to meet global competition requirements. The local effort is being directed by Michigan Works! Please see the enclosed summary (white).

- 4. City Auditor:** The contract the City has with Lehn King to conduct the City's annual financial audit expires in December. A new contract was submitted to the City. Does the City Council wish to renew the contract (orange) with Mr. King, or send out Requests for Proposals? **REQUIRES MOTION.**

CM Wood suggested that RFP be sent out. CM Brown noted the expertise of this firm and that they have been with the City for a long period of time. Mr. King worked under John Lehotan for many years as well.

Motion by CM Wood, second by CM McIvor, to have RFP's sent out by City Manager for CPA services. **ROLL CALL VOTE:** Wood-yes, Miller-yes, McIvor-yes, Lee-yes, Brown – no, Lents – absent. Motion carried.

- 5. DEQ Inspection:** A representative from DEQ Drinking Water Department, Mr. Steve Ashford, visited the City on October 4<sup>th</sup> to review the status of the City's water system. The inspection included both Well #3 and #4, and review of the status of the City's valve turning program, system repairs, new EPA requirements and production of reports. No problems were noted.
- 6. Water Tower Cathodic Protection System:** The renewable one year contract (lavender) with the company that maintains the cathodic protection system for the water tower is due to expire. The City has had a contract with this company since the water tower was constructed in 1968. Total cost is \$575 for the year. Under the City's Charter, the Council must approve the contract and the Mayor would sign on behalf of the City. **REQUIRES MOTION.**

Motion by CM Brown, second by CM Lee, to renew contract with Corpro Waterworks to maintain the cathodic protection system for the water tower at a cost of \$575.00 per year. Motion carried.

- 7. Strategic Planning Focus Group:** The 15-member group, consisting of representatives from educational, business, health care, industrial and governmental organizations met in Sandusky on October 4<sup>th</sup> to identify ways to stimulate economic development in Sanilac County (yellow). This 150-minute meeting produced the initial direction for creating a Strategic Plan for the continuing economic expansion of Sanilac County. The group expects to meet at least one more time to continue this important planning for the future.
- 8. Exchange State Bank:** A pre-construction meeting is scheduled for 10 AM on October 8<sup>th</sup> at the site of the building. The architect will provide the necessary letters of credit, permits, plans and other paperwork required. The purpose of the meeting is to learn the proposed schedule and identify at what points during construction inspection by the City is necessary.
- 9. New Firearm/Liquor Store:** The owner of the old pharmacy building is completing remodeling of the interior. A discussion with him on October 3<sup>rd</sup> revealed that all of his licenses are issued and he expects to open the store in the near future.

10. **City Logo:** Sanilac County Community College, in cooperation with other schools, is putting together a certificate program for individuals that have demonstrated proficiency in business-related skills. The cover letter and samples of the certificates are provided (pink). SC4 has requested the use of the logos of various organizations to place on the certificates. Does the City Council have any reservations about allowing the Brown City Logo to be used on these certificates? No council objections to participating in this program.
11. **Hydrant Flushing:** A reminder that hydrant flushing will take place the week of October 8<sup>th</sup>. Residents are advised not to wash white or light colored clothes during this week.
12. **Tax and Finance Committee:** The City is due for the mid-fiscal year review and amendment to the 2007-2008 Budget. Request scheduling a meeting of the Committee to review this budget update.

Tax and Finance Committee Meeting scheduled for 10-18-07 at 1:00 p.m.

13. **New Street Lights:** A resident has requested that the City consider installing a streetlight at the west end of Fourth Street and in the middle of the alley between Vine, Maple, McMorran and Reed Streets. The cost of installing a streetlight is estimated at about \$2,000 each. How does the City Council wish to proceed? Council consensus that this issue be revisited after the budget is reviewed.
14. **Fall Clean-Up:** The City Council decided in the spring to only have one City-wide clean-up this year which took place June 18<sup>th</sup> and 19<sup>th</sup>. However, there have been several requests from residents concerning fall clean-up days. How does the City Council wish to proceed? Council consensus to continue with original decision to hold one clean up days.
15. **Income Survey:** The City has not received any additional surveys. We need a minimum of 250 completed surveys in order to have a valid sample. A reminder that the survey envelopes are remaining sealed until the results are ready to be tabulated, so there is no way to tell at this point if all of the surveys received have been completed.
16. **Michigan's Fiscal Status Report:** The Citizens Research Council of Michigan released a study discussing the expected status of Michigan's economy over the next ten years. An eleven page copy of the highlights of the report was provided at the meeting to the City Council for their review.

**ATTORNEY'S REPORT:** None.

**TREASURER'S REPORT:** None.

**COMMITTEE REPORTS:**

1. Police – none.
2. Water and Sewer – none.
3. Tax and Finance – none.
4. Streets and Sidewalks – none.
5. Buildings and Grounds – none.
6. Personnel – none.

City Clerk requested that election inspectors be appointed for the November 6, 2007 General Election and School Election. Reminder that all voters will be required to provide photo ID for this election. Two workers from Maple Valley Township have been recruited to work this particular election due lack of available workers within the City.

Motion by CM Miller, second by CM Lee, to appoint the following election workers for the November 6, 2007 election: Kathleen Loutzenhiser, Jeanne Morrison, Helen Lints, Elva Walker, Joyce Beals, Betty Spencer, ReNee Nason, Richard Williams and Barbara Grubbee. Kathleen Loutzenhiser will act as Election Inspector. Motion carried.

**GENERAL CONCERNS OF THE COUNCIL:** None.

**MAYOR’S REPORT:**

Mayor Carpenter had a proclamation for Ken Welch ready to be delivered by City Manager.

Mayor Carpenter asked for renewal of appointments to various committees.

Motion by CM Miller, second by CM Lee to reappoint the following individuals to various committees: Planning Commission – Gary Abel and Jack Bell (terms expiring 12-31-10), DDA – Todd Vandewarker and Donald Richardson (terms expiring 12-31-11), Cemetery Board – Ronald Campbell (term expiring 12-31-12), Election Commission – Kathleen Loutzenhiser (term expiring 12-31-09) and BC Area Fire Authority – Laura Carpenter (term expiring 12-31-09). Motion carried.

**PUBLIC QUESTIONS AND COMMENTS:**

Motion by CM Miller, second by CM Lee, to adjourn at 7:48 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk