

**BROWN CITY COUNCIL PROCEEDINGS**

**October 26, 2009**

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

Pledge of Allegiance led by Mayor Carpenter.

**PRESENT:** Mayor Laura Carpenter, Councilmembers: Pat Jacobson, Julie Miller, Mike Lents, Christine Lee, and Ken Brown. City Manager Clint Holmes, City Attorney Gregory Stremers, City Clerk Kelly Pavel.

**ABSENT:** Councilmember Ross McIvor.

**ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:** None.

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Brown, second by CM Jacobson, to accept the Regular Meeting Minutes of October 12, 2009 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Lee, second by CM Brown, to pay the bills in the following funds: General - \$17,214.01 (3835-3850), Payroll - \$11,990.64 (4304-4318), Major Street - \$4,543.81 (3672-3674), Local Street - \$1,157.71 (4123), Sanitary Sewer - \$350.60 (2974-2975), Water - \$11,199.51 (1713-1718), Storm Sewer - \$28.93 (1059), Equipment - \$33.56 (1211). Motion carried.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC QUESTIONS & COMMENTS:** None.

Mayor Carpenter informed the Council that in the future her plans are to limit citizens wishing to participate in public questions and comments to three minutes to speak, and one opportunity to approach the podium to speak.

**DPW REPORT:**

Written report reviewed. No questions or comments.

**UNFINISHED BUSINESS:** None.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

**PUBLIC HEARING:** None scheduled.

## **RESOLUTIONS:**

1. Resolution 09-07: Resolution of the City of Brown City to Amend the City's 2009-2010 Budget to Better Reflect Revenues and Expenditures

Motion by CM Lee, second by CM Brown, to adopt Resolution 09-07: *A Resolution of the City of Brown City to Amend the City's 2009-2010 Budget to Better Reflect Revenues and Expenditures*. ROLL CALL VOTE: Jacobson-yes, Miller-yes, Mclvor-absent, Lents-yes, Lee-yes, Brown-yes. Motion carried.

**ORDINANCES:** None scheduled.

## **MANAGER'S REPORT:**

1. **Police Car:** The new car arrived at Cruisers (the company installing the lights, radios, et cetera), the equipment is being installed, and should be ready for delivery to the City before Halloween. Unfortunately, the radio (being transferred from the old car) was found to be broken. A replacement was available, but since the County is required to switch to narrow band frequencies at some point in the future, a new radio capable of operating in both the current and future formats was ordered. Cost of the new radio is less than \$600 installed.
2. **Fire Truck Auction:** The old fire truck was auctioned off on October 17<sup>th</sup>. The high bid of \$2,000 was accepted for the truck.
3. **Thelman Water Leak:** On October 19<sup>th</sup>, the DPW discovered a water leak on the north end of Thelman Avenue. This required significantly reducing the water pressure for customers on north Cade Road, Belview Drive, Autumn Gold and Thelman Avenue for a period of about five hours. The City received a few complaints concerning lack of notice and about rust in the water for a short period of time.
4. **Worker's Compensation Fund:** The City paid the annual premium of \$5,907.00, and after completing a detailed audit was rebated \$2,528.00.
5. **Junk Automobiles:** The police chief located several vehicles around the City that are in violation of Ordinance 96. Letters were sent to nine property owners stating that the vehicles must be brought into compliance by November 6<sup>th</sup>.
6. **Emergency Generator:** The platform for the generator is scheduled to be poured on October 26<sup>th</sup>. The Sanilac County Commissioners approved the payment for the generator on October 22<sup>nd</sup>. The next step is to find an electrician to connect the generator to the Water Treatment Facility.
7. **Water Tower Inspection:** Dixon Engineering conducted an inspection of the City's water tower on October 22<sup>nd</sup>. The report should be available within the next couple of months; however, no significant problems were noted during the inspection.

8. **City Hall Windows:** The steel frames of the windows on the north and south sides of City Hall are corroding and losing their ability to provide insulation for the building. The optimal solution would be to replace them with the same type of window as is on the north east side of the building. The company that provides these windows (located in Sandusky) provided an estimate of \$5,473.87. An estimate to replace the window in the City Library of \$1,241.85 was also provided; however, the Library Board does not feel this window requires replacing. How does the City Council wish to proceed?

City Manager recently became aware of a federal grant that is available for efficiency type updates to city property such as windows and/or heating equipment. City Manager will investigate the City's possible eligibility for this type of funding and present information at a future meeting pertaining to window and furnace replacement to City Hall.

9. **City Hall Furnace:** A request for estimates to replace the two furnaces in City Hall have been mailed. Estimates are requested by November 19<sup>th</sup> for action by the City Council on November 23<sup>rd</sup>.
10. **Sewer Rates:** Recommend scheduling a meeting of the Sewer and Water Committee to discuss City sewer rates and the scheduling of a Public Hearing if required.

**ATTORNEY'S REPORT:** None.

**TREASURER'S REPORT:**

Tax collection updates were presented to the Council. No questions or comments.

**COMMITTEE REPORTS:**

1. Police – none.
2. Water & Sewer – none.
3. Tax & Finance – none.
4. Streets & Sidewalks – none.
5. Festival Committee – next scheduled meeting is on 11-10-09 at 6:30 p.m.
6. Buildings & Grounds – none.
7. Personnel – none.

**GENERAL CONCERNS OF THE COUNCIL:**

Motion by CM Jacobson, second by CM Lee, to close the library on November 3, 2009 for Election Day. Motion carried.

**MAYOR'S REPORT:** None.

**PUBLIC QUESTIONS & COMMENTS:**

Commissioner Daws presented county updates.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by CM Lee to adjourn at 7:15 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk