

**BROWN CITY COUNCIL PROCEEDINGS
NOVEMBER 22, 2010**

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

Pledge of Allegiance led by Mayor Carpenter.

PRESENT: Mayor Laura Carpenter, Council members: Bill Walters, Julie Miller, Ross McIvor, Pat Jacobson, Christine Lee, Dan Loutzenhiser; City Manager Clint Holmes, City Attorney Gregory Stremers and City Clerk Kelly Pavel.

ABSENT: None.

ADDITIONS, DELETIONS AND CORRECTIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Walters, second by CM McIvor, to accept the Regular Meeting Minutes of November 8, 2010 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Loutzenhiser, to pay the bills in the following funds: General - \$8,445.34 (4421-4435), Payroll - \$12,167.36 (4773-4786), Sanitary Sewer - \$2,281.24 (3094-3096), Water - \$788.34 (1883), Storm Sewer - \$763.41 (1080-1082), Equipment - \$1,300.48 (1265-1267). Motion carried.

PERSONAL APPEARANCES: None Scheduled.

PUBLIC QUESTIONS & COMMENTS:

County Commissioner Daws reported to the City Council that the county continues with reviews of the budget at this time.

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

UNFINISHED BUSINESS: None Scheduled.

PETITIONS & COMMUNICATIONS: None Scheduled.

PUBLIC HEARINGS: None Scheduled.

ORDINANCES: None Scheduled.

RESOLUTIONS: None Scheduled.

MANAGER'S REPORT:

1. **Well #4 Media Exchange:** The contractor that replaced the media in Well #4 has finally completed the paperwork and arrangements for the disposal of the old media. The bags of spent media currently stored near the Well #4 building should be picked up soon and taken to an appropriate disposal facility.
2. **EMCOG:** Earlier this year, Sanilac County became a member of the East Michigan Council of Governments (EMCOG). This organization, formerly known as the East Central Michigan Planning & Development Regional Commission, provides regional planning services for our area of Michigan. At that time, I was one of two city managers appointed to represent Sanilac County. The Sanilac County Board of Commissioners contacted me and asked if I desired to be reappointed to this organization. I believe it is in the best interests of the City of Brown City if I request reappointment. Request a motion from the City Council to allow me to request reappointment to EMCOG to represent the City of Brown City and Sanilac County.

Motion by CM Miller, second by CM Lee, to support City Manager's reappointment to EMCOG to represent the City of Brown City and Sanilac County. Motion carried.

3. **Sanilac County Planning Commission:** The City received a short survey from the Sanilac County planning Commission. The survey was sent to county communities and townships asking for information concerning Master Plans (yellow). Also, asked was if communities and townships would be interested in the county sponsoring a training seminar for creating and amending Master Plans. The City responded that we would be very interested since our most recent plan dates from May, 2002. Master Plans should be updated at least every five years.
4. **Lexington Planning Commission:** The Mayor-Elect and I attended the Lexington Township Planning Commission meeting addressing wind energy on Wednesday, November 17th. The training centered on potential tax revenues and the steep depreciation schedule for windmills. Emphasis was on the steps governments need to take to ensure revenues are not lost. Copies of the Huron County Wind Energy Conversion Facility Zoning Ordinance and the Executive Summary – Report of the Michigan Great Lakes Wind Council are available for your review. A copy of the presentation is enclosed (white).
5. **Channel 6 Policy:** The City received a telephone call from Yale informing us that they were now receiving our Channel 6 broadcast and wanted to know the procedures for getting information on the channel. Apparently Peck receives our programming also. Earlier in the year Capac became a recipient. An email was sent to Comcast requesting a list of all the communities now receiving Brown city's Channel 6. Also requested was an update concerning repairing and improving Comcast cable services within the City of Brown City. Since we are continually receiving requests to place information on Channel 6, recommend

- the City Council adopt a formal policy concerning channel content and use. A draft policy is enclosed for your review and possible action (cherry).
6. **City 2010 Police Car:** The new City police car was driven to Sandusky on November 18th due to a growing engine problem. The throttle sensor was not working properly and was replaced. The repairs were covered by the warranty so there was no cost to the City.
 7. **Time Capsule:** A Second Grade class at Brown City Elementary School wrote letters to the City stating that they had just read a book about time capsules and wanted to know if there was one in the City. A letter was sent back stating that there is a time capsule buried in front of Tri-County Bank and that it is scheduled to be opened in July, 2026. The time capsule was placed there during the City's Centennial in 1976.
 8. **City Web Page:** Ron Marion has graciously volunteered to take pictures of the new Councilmembers and the City Council has a whole for the City's web page. He will be available to take these photographs immediately prior to the swearing-in ceremony at the beginning of the December 13th City Council meeting.
 9. **Brush Pick-up:** The DPW has completed vacuuming up leaves. They are removing the vacuum unit from the truck so that the salt spreader can be loaded aboard. Remaining leaves need to be placed in clear plastic bags. Final brush pick-up is scheduled for November 30th.
 10. **Thanksgiving:** Please note that City Hall will be closed Thursday and Friday, November 25th and 26th for Thanksgiving. The staff wishes the City Council, Clerk, and Treasurer a Happy Holiday.
 11. **Fund Raiser:** Rick Swoish from Great Reflections is requesting the City help promote a local business owners fund raising challenge to assist a local family with medical expenses for their son who has been recently diagnosed with leukemia. He would like the Mayor to send letters to Brown City business owners requesting that they organize their own fund raiser to compete against other store owners not only in Brown City but also in North Branch and Imlay City.
Council consensus that Mayor and Mayor Elect make this request to business owners.
 12. **Annual Fireman's Dinner:** This event will be held on December 4, 2010 this year and City Manager is requesting a head count of those who will be attending.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT: Winter tax bills have been picked up.

MAYOR'S REPORT:

Mayor Carpenter presented a plaque to Ellen Brown in appreciation for her late husband Ken Brown's many years of service to the City of Brown City in various capacities.

Mayor Elect Christine Lee presented Mayor Carpenter a plaque recognizing her many years of service to the City of Brown City as well.

COMMITTEE REPORTS:

1. Police (Miller) – none.
2. Water and Sewer (Walters) – none.
3. Tax and Finance (Lee) – none.
4. Streets and Sidewalks / Festival Commission (Jacobson) – The 2011 festival will be held June 9-12, 2011. Reminder that the next scheduled Festival Meeting is scheduled for January 11, 2011.
5. Building and Grounds (Loutzenhiser) – none.
6. Personnel (Mclvor) – none.

GENERAL CONCERNS OF THE COUNCIL: None.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Mclvor, to adjourn at 7:16 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk