

## **COUNCIL PROCEEDINGS FOR FEBRUARY 24, 2003**

**Meeting called to order** at 7:00 P.M. by Mayor Carpenter.

**Pledge of Allegiance** led by City Clerk Christine Lee.

**PRESENT:** Mayor Laura Carpenter; Councilmembers – JoAnn Potts, Jason Nielsen, Julie Miller, and Pat Jacobson; City Clerk Christine Lee, City Manager Clint Holmes, City Attorney John Lengemann.

**ABSENT:** Councilmembers Frank Lukacs and Charles Zuhlke

### **CORRECTION AND APPROVAL OF MINUTES:**

Motion by CM Nielsen, second by CM Miller, to approve the Minutes of February 10, 2003 as presented. Motion Carried.

### **PAY BILLS:**

Motion by CM Jacobson, second by CM Miller, to pay the bills as presented in the following funds: General -\$38,837.08, Payroll - \$12,782.48, Sanitary Sewer - \$5,653.20, Major St. - \$836.47, Local St. - \$938.47, Investment - \$23,384.32. Motion Carried.

### **OLD BUSINESS:**

1. City Ordinance Chapter 5 Work Session Scheduling: Pending.
2. Rezoning Request – Keith Muxlow: Pending

### **PUBLIC QUESTIONS AND COMMENTS:**

Larry Bullock informed the Council that he never gave the City permission to install a catch basin on his property or put a cap on it. Mr. Bullock feels that the City put the basin on private property and that the City should maintain the basin and be responsible for their actions. That he had this water problem for over 13 years. Mr. Bullock wanted to know if City Manager Holmes knew that all three basins were put in at the same time and the one in his back yard is a foot lower than the other two. Mr. Bullock wanted to know if he could have the cap removed or a check valve installed.

City Manager Holmes didn't realize that the DPW installed the catch basin in Mr. Bullock's backyard. He stated that he knew that the DPW did some work on the basin but that he didn't know that they installed it. The City will research placing

a check value on the basin by the water tower to see if this will help solve the problem.

**PERSONAL APPEARANCES:** None

**PUBLIC HEARING:** None

**ORDINANCES:**

1. Introduction of Ordinance 8000 – Brown City Zoning Ordinance; Schedule Public Hearing (March 10<sup>th</sup> at 7:30 PM).

Ordinance #8000 was introduced by CM Potts.

Motion by CM Potts, second by CM Miller, to hold a public hearing on March 10, 2003 at 7:30 PM concerning Ordinance #8000. Motion Carried.

**RESOLUTIONS:**

1. NO. 03-02 = Implementing City Telecommunications Ordinance 1402.

Motion by CM Miller, second by CM Jacobson, to adopt Resolution No. 03-02.

ROLL CALL VOTE: Jacobson - Yes, Miller - Yes, Nielsen - Yes, Potts - Yes. 4 - Yes, 0 - No, 0 - Abstain, 2 - Absent. Motion Carried.

**PETITIONS AND COMMUNICATIONS:**

**Preapplication Building Permits –**

1. Todd Vandewarker, 6930 Maple Valley Rd. – 32’x64’ Garage.

Motion by CM Potts, second by CM Jacobson, to approve the pre-application building permit as submitted. Motion Carried.

**COMMITTEE REPORTS:**

1. Police (Miller)- None
2. Tax and Finance (Jacobson)- None
3. Personnel (Zuhlke)- None
4. Water and Sewer (Nielsen)- None
5. Streets and Sidewalks (Lukacs) - None
6. Building and Grounds (Potts) - None

**TREASURER’S REPORT:**

1. Tax Collection Status:

City Treasurer Walters informed the City that the total in the Tax Checking Account is \$161,918.79 to date. Fourth payment of taxes, \$21,620.56 to City of Brown City, \$15,976.26 to Sanilac County Treasurer, \$14,751.71 to Brown City Schools, \$3,313.65 to Sanilac ISD. Total paid \$55,662.18. Payments made to Lapeer County and Brown City: City of Brown City \$1,394.32, Lapeer County \$876.73, Brown City Schools \$1,773.05 and Sanilac I.S.D \$214.41, total paid \$4,258.51. Also letters were sent out on the 19<sup>th</sup> of this month to those with unpaid personal property tax. There were 34 letters sent. As of today, we still need to collect \$23,790.95 in personal property taxes. There are 20 still unpaid. Dog Licenses: sold all 50, and received 25 more and 5 have already been sold. All of the tax money has to be dispersed by March 10, 2003.

**POLICE CHIEF'S REPORT:**

A copy of the Police Department Activity Report for January was presented to the Council.

**ATTORNEY'S REPORT:**

Check to see if your auto insurance and medical insurance are primary and not secondary.

**CITY MANAGER'S REPORT:**

- 1. Well Head Protection:** Ron Holben of Mannik & Smith continues to gather information in support of this project. He has almost completed an informational/educational brochure for mailing to City residents and to property owners living within two miles of City center. He requests that members of the City Council and possibly Township officials meet to provide a picture for the cover of the brochure.
- 2. County Costs:** The Sanilac County Equalization Department has forwarded to the City the new agreement for data processing and printing services. This contract covers the costs of printing tax bills and assessment rolls. The contract is the same as last year except for small increases in the cost of services. Since the cost would be higher if the City was to do the work, recommend approval.

Motion by CM Miller, second by CM Nielsen, to allow Sanilac County Equalization Department to do the printing of tax bills and assessment rolls. Motion Carried.

- 3. CSX Railroad Contract:** The railroad has forwarded to the City a supplement to the land use contracts we have with them. Leased land allows for City streets and infrastructure to cross railroad property. Contract change is required to “supplement your license agreement and bring it up to date.” The City Attorney has reviewed the document and it requires signature by the Mayor.
- 4. Police Officer:** Full time Police Office Al Geoit has ended his service with the City as of February 20<sup>th</sup>. The Police Chief will begin the search for a replacement officer as soon as possible. Until the replacement has been hire the rest of the police force will be working more hours.
- 5. Treasurer’s Computer:** The City has received four bids, which were opened at 4:00 PM on February 24<sup>th</sup>. The bids range from \$1200 to \$1700. The City can get a Dell computer for \$900 to \$1,000. The City will purchase a Dell.
- 6. 2003/2004 Budget:** The end-of-year amendment to the 2002/2003 Budget and the proposed 2003/2004 Budget has been provided to the Tax & Finance Committee, which will review these documents directly after tonight’s City Council meeting. Once they have reviewed the draft amendment and new budget, I will make any recommended changes and provide copies to the full City Council. I will also write a cover memo to the Council that details the reasons for significant increases or decreases in each fund for the March 10 Council meeting. We are required by Michigan law to schedule a Public Hearing prior to setting the millage rate for 2003 and approving the budget. Because of time constraints I have placed the required advertisement in the Banner for the next three weeks. The City Council should approve scheduling a Public Hearing for Monday, March 10 at 7:15 PM.

Motion by CM Jacobson, second by CM Potts, to schedule a Public Hearing for Monday, March 10 at 7:15 PM to set the budget and millage.

- 7. Resignation:** City Manager Holmes handed in his resignation to the City Council with deep regret. He stated that he has accepted the position of City Manager for Happy Valley, Oregon.

**MAYOR’S REPORT:** None

Motion by CM Miller, second by CM Jacobson, to adjourn the meeting at 7:49 P.M. Motion Carried.

Respectfully Submitted,

Christine Lee  
City Clerk