

**BROWN CITY COUNCIL MEETING  
NOVEMBER 27, 2006**

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, Mike Lents, Christine Lee, and Leon Blatt. City Manager Clint Holmes, City Attorney Greg Stremers, City Clerk Kelly Pavel.

**ABSENT:** None.

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

**CORRECTION AND APPROVAL OF MINUTES:**

Motion by CM Miller, second by CM McIvor, to accept the Regular Meeting Minutes of November 13, 2006 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Lee, second by CM Blatt, to pay the bills in the following funds: General - \$8,790.63, Payroll - \$13,076.87, Major Streets – \$1,964.15, Sewer Fund - \$2,790.05, Water Fund - \$2,235.28, Arsenic Abatement - \$8,352.50, Equipment Fund - \$553.28. Motion carried.

**PUBLIC QUESTIONS AND COMMENTS:** None.

**PERSONAL APPEARANCES:** None scheduled.

**DPW REPORT:**

Written report reviewed. No questions or concerns.

CM Wood has questions regarding DPW hours; he is suggesting that the Personnel Committee review the possibility of a time card system for the DPW department.

Motion by CM Wood, second by CM Lee, to have the Personnel Committee review the possibility of instituting a time card system for the DPW Department and possibly other departments. Motion carried.

Personnel Committee Meeting scheduled for November 30, 2006 at 9:30 a.m.

**OLD BUSINESS:**

1. Bullock Project – essentially completed.

2. Codification of Ordinances – Attorney review complete
3. Arsenic Abatement – Funding application must be completed by 2-1-07

**PUBLIC HEARING:** None scheduled.

**RESOLUTIONS:** None scheduled.

**PETITIONS AND COMMUNICATIONS:** None scheduled.

**ORDINANCES:** None scheduled.

**MANAGER’S REPORT:**

1. **August 3-4 Flood:** The City notified County Drain Commission Jim Bowerman of our willingness to provide the culvert for under the railroad tracks behind the school. The railroad is still reviewing the engineering plans for the culvert installation. Mr. Bowerman is pushing the Huron & Eastern to complete the project as soon as possible.
2. **Election Coordinator:** The City’s Deputy Clerk, David R. Van Cura, submitted a letter resigning from his appointment as Election Coordinator (yellow). The City posted the job last July, but received no applications. The City requested an Attorney General opinion to determine if the person hired as the Brown City Election Coordinator must be a registered voter in the City. Concurrently, the City requested an Attorney General opinion to determine whether an individual may serve on both the City Council and Board of Review at the same time. The request also went to Representative Espinosa’s Office. There has been no response to date.
3. **Flood Risk Information Open House:** FEMA is sponsoring an open house (orange) at the Lapeer County Annex Building Meeting Room from 6:00-8:00 PM on Tuesday, December 5<sup>th</sup>. FEMA has requested that Lapeer County property owners, realtors, lenders and insurance agents attend to learn more about flood risk and hazard mitigation. Contact information is available at City Hall.
4. **SEMCO Requirements:** SEMCO is requesting two (2) sets of preliminary engineering plans at least three (3) months prior to construction, and two (2) sets of final engineering plans at least six (6) weeks prior to construction, for “all proposed construction projects in the vicinity of SEMCO’s existing gas mains, services, or other facilities.” The Planning Commission will receive a copy of this SEMCO requirement.
5. **Railroad Grade Crossing:** The railroad mailed the City a “Railroad Grade Maintenance Deficiencies Verification Form” with the requirement that we inspect the signs at the crossings on St. Marys, James and Main Streets, as well as Maple Valley Road. The DPW reported that some signs were missing. The DPW ordered new signs and will install them as soon as possible. Once this is completed, we will

send the verification notice to Huron and Eastern. MCL 462.311 requires the City, as the road authority, replace and maintain this type of sign.

6. **DTE Tree Grant:** DTE, through the Michigan Department of Natural Resources, is offering the opportunity to apply for matching grants for the purchase and planting of trees in public areas. The maximum available to each applicant is \$3,000, but grants require a dollar-for-dollar match. When the City purchased trees for Main Street last year, the cost was about \$200 each including installation. A request for \$3,000 plus the City's match of \$3,000 would cover about 30 trees. Application must be in Lansing by December 31<sup>st</sup>. How does the Council wish to proceed?

CM Wood questions if the City wants to plant trees along Main Street, potential damage to sidewalks is a concern. CM Wood also questions if monies need to be spent this year due to budget concerns. Discussion on potential locations for tree installations. CM Lents suggests that this offer be made to the Park Board as well. City Manager states that the application is due 12-31-06 and the Park Board will not be meeting before that deadline.

Council consensus that the City submit an application for a DTE Tree Grant through the Michigan DNR in the amount of \$600.00.

7. **Commercial Property:** There is no new information concerning either the sale of the Brown City Pharmacy or the proposed bank.
8. **Holiday Pay Computation** – A question has arisen regarding holiday pay for the DPW. Request that this topic also be discussed at the scheduled Personnel Committee Meeting.

#### **ATTORNEY'S REPORT:**

No new business to present.

#### **COMMITTEE REPORTS:**

1. Police – none.
2. Water & Sewer – review of committee meeting minutes.
3. Tax & Finance – none.

CM Wood requests that a simple income versus expense report be available for the City Council for the next scheduled meeting and monthly from here on out. City Manager will create this special report.

Motion by CM Wood, second by CM Lents, to accept the Snow Removal Policy as presented.

ROLL CALL VOTE: Wood- yes, Miller –yes, McIvor-yes, Lents – yes, Lee-yes, Blatt-yes.

Motion carried.

4. Streets & Sidewalks – review of committee meeting minutes.
5. Buildings & Grounds – none.

6. Personnel – none.

**GENERAL CONCERNS OF THE COUNCIL:**

Clarification from CM Miller that the article in the November 27 *Banner* stating that there were incidents over the Halloween Holiday was incorrect. Apparently, the word “no” was left out of the sentence. No incidents took place over the holiday.

**MAYOR’S REPORT:**

Mayor Carpenter presented CM Leon Blatt with a plaque commending him for his service to the City of Brown City as a City Councilmember from April 1982 to March 1995 and again from December 2004 to November 2006. A round of applause also honored CM Blatt.

**PUBLIC QUESTIONS & COMMENTS:**

Gary Abel questioned the total completion of the Bullock project. He has looked at the project and suggests end sections on pipes and animal guards should be installed. Mulch, topsoil and seed appear to be lacking in two areas that he saw as well. A one-foot drop also exists behind Glen Miller’s home. Mr. Abel feels these issues need to be addressed to consider this project complete.

Mr. Abel also questions if an easement is available for this ditch behind his home. Bob Kohler owns the property and the City has an easement for its use.

Larry Bullock states that he agrees with Mr. Abel’s concerns, yet does appreciate the successful completion of his property. Mr. Bullock would like to see dirt piles moved from mud bogging that took place. Mr. Bullock has concerns for activities that go on at the old Travco site, in particular dirt that is hauled in to the property that changes evaluation. He questions who is watching activities on this property. Citizen complaints a chief source for identifying problems on commercial property stated the City Manager.

Motion by CM Lee, second by CM McIvor, to adjourn at 7:40 p.m. Motion carried.

Respectfully submitted:

Kelly Pavel  
City Clerk