

**BROWN CITY COUNCIL PROCEEDINGS  
MAY 14, 2007**

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

Pledge of Allegiance led by Mayor Carpenter.

**PRESENT:** Mayor Laura Carpenter, Council members Ron Wood, Julie Miller, Ross McIvor, Mike Lents, Christine Lee (arrived at 7:03 p.m.) and Ken Brown.  
City Attorney Greg Stremers, City Manager Clint Holmes, City Clerk Kelly Pavel.

**ABSENT:** None.

**ADDITIONS, CORRECTION & DELETIONS TO AGENDA:** None.

**CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Brown, second by CM Miller, to accept the Regular Meeting Minutes of 4-23-07 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Brown, second by CM Miller, to pay the bills in the following funds: General - \$12,427.80, Payroll - \$24,433.18, Major Street - \$302.50, Local Street - \$212.50, Sanitary Sewer - \$6,743.00, Water - \$5,534.76, Arsenic Abatement - \$800.00, Storm Sewer - \$496.73, Equipment - \$598.63. Motion carried.

**PUBLIC QUESTIONS & COMMENTS:** None.

**PERSONAL APPEARANCES:** None scheduled.

**POLICE REPORT:**

Written report reviewed. No questions or comments.

**OLD BUSINESS:**

1. Bullock Project – essentially completed, berm work will be done soon
2. Arsenic Abatement – Treatment Plant must be fully operational by 2-1-08
  - a. Bond issues – Bond sale is 5-14-07 at 3:30 p.m. Unofficial Bids were presented by City Manager, official paperwork will be available next week.
  - b. Construction – Scheduled to begin June 4. Does the City Council want a ground braking ceremony? Council consensus to have no ceremony.

**PETITIONS & COMMUNICATIONS:** None scheduled.

**PUBLIC HEARING:** None scheduled.

**ORDINANCES:** None scheduled.

**RESOLUTIONS:** None scheduled.

Councilman Lee arrived at 7:03 p.m.

**MANAGER'S REPORT:**

- 1. Well #3 Overhaul:** The pump motor and shaft have been pulled and transported to the Layne Northern shop for evaluation and overhaul. The report from the DPW Supervisor when they pulled the assembly is that the shaft was in very poor condition and may require the replacement of multiple sections. The overhaul should be completed prior to June 4.
- 2. Employee Health Care Benefits:** A consolidated list of health care options was provided by the Michigan Employee Retirement System (MERS) and for Blue Cross/Blue Shield from the J.S. Collins Agency in Southfield, Farm Bureau Insurance and Leibler Agency in Brown City. The available plans and their associated costs are available for your review. Recommend scheduling a Personnel Committee meeting to review these several options and determine which of them should be discussed with the staff before City Council implementation. The Committee also needs to make a recommendation concerning proposed pay raises.

Personnel Committee Meeting scheduled for 5-18-07 at 5:30 p.m.

- 3. Clean Up Days:** The City's annual clean up is scheduled for June 18 and 19. Knox disposal has a conflict with the 19<sup>th</sup>. Recommend moving day two to Wednesday June 20<sup>th</sup>. Council consensus that day two will be 6-20-07.
- 4. Hydrant Flushing:** The flushing of City hydrants will commence on Monday, May 21<sup>st</sup>. Notices have been placed in the *Banner*. Residents are advised to avoid washing white and light colored clothing next week.
- 5. Nextel Cell Tower:** The City received notice that Sprint/Nextel want to add a second antenna on the existing cell tower (yellow). They have requested a letter from the City stating whether there would be "impacts on any districts, sites, structures, or objects significant in American history..." Are there any known impacts? None known.
- 6. Phase II Sewer System Inspection:** Attached is the draft request for proposals (RFP) for the TV inspection and grouting of the sewer mains just north of Main Street. This will be Phase II, with the third and final phase scheduled for next year. Does the City Council wish to change this RFP or schedule a release date? Council consensus for RFP to be mailed.
- 7. 2007 MML Region V Seminar:** This all day event is scheduled for Friday, May 18<sup>th</sup> in Sandusky. The City has received confirmation for Council members Brown and Lee, and the City Manager to attend. Registration begins at 10:30 AM and should finish in the late afternoon at the Westpark Inn.
- 8. Annual Financial Audit:** The audit is scheduled for May 28-June 1 here at City Hall. The three-year contract with Lehn King expires at the end of this year.

- 9. Sidewalk Sealer:** The downtown sidewalks are scheduled for cleaning prior to Brown City Days. The contractor recommends that the concrete be sealed each spring. The cost of the sealer is about \$1,600. Does the City Council wish to proceed with sealing the sidewalks?

Motion by CM McIvor, second by CM Lee, to purchase and apply the sidewalk sealer for downtown. Motion carried.

CM Wood expresses his concerns that a large amount of sand appears to be laying on the streets. He is concerned that the streets are not being cared for in a timely basis. City Manager will speak with DPW Supervisor again regarding this issue. CM Wood states that this issue was raised last year and was never solved. CM Brown states that tasks need to be issued and if work is not completed or performed then employees need to be wrote up. CM Wood requested that DPW Supervisor needs to be attending council meetings and if he doesn't he needs to be wrote up. It is imperative that he is available to answer various questions.

- 10. Park Drainage:** The tube underneath the road at the southeast corner of the park is installed. Some additional work needs to be done to the ditch on each end of the culvert. A drainage tile was installed from the outflow for the tiles under the south play area and run to the new culvert. Plans are to install a berm on the north side of the park as soon as the area is dry enough to support heavy equipment.

CM Wood and CM Brown each have concerns for the work that was done at the park. They feel that the job was not finished properly, clean up was poor and the drainage has not been V-ed to the north to solve this problem. Job was scheduled to take ½ day, CM Wood saw DPW working for at the minimum of two days on this job.

- 11. Blue Water Area Summer Guide -** City Manager presented sheets to be reviewed that will be the insert for this years Blue Water Area Guide.

#### **ATTORNEY REPORT:**

Council Rules of Procedure made available for council review.

**TREASURER'S REPORT:** None.

#### **COMMITTEE REPORTS:**

1. Police – None.

Discussion regarding police coverage being available on Saturdays now that little league is running and since school will be out soon. Currently we have Saturday night coverage only. CM Wood questions whether Chief Smith's hours can be fluctuated now that school is going to be out soon.

2. Water & Sewer – RR culvert to be replaced discussed. A meeting of the inter-county drain commission is required to get this process completed. Tentative permission has

been giving to replace this tube. Process is proceeding, details to follow. City Manager reviewed the status of the project..

3. Tax & Finance – None.
4. Streets & Sidewalks – CM Wood discussed open ditches along streets that need to be cleaned. CM Wood feels that these culverts need to be cleaned and maintained but has concerns for the amount of time that the DPW would invest in this process based on man hours they spend on other projects.

Discussion regarding performance bonds for organizations that are holding events. Topic raised due to the fact that the mud bog area north of Third Street has yet to be cleaned up and neighbors are complaining. Dollars posted would allow the City to get work completed. CM Lents doesn't like the issuing of bonds and requiring local organizations to post bonds. He feels that proper communication can assist in getting these things cleaned up.

5. Buildings & Grounds - None.
6. Personnel – None.

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

**MAYOR'S REPORT:**

1. Mayor Exchange Day – Columbiaville.
2. Rescheduled next City Council Meeting to 5-21-07.

Motion by CM Wood, second by CM McIvor, to reschedule the Regular Meeting from 5-28-07 to 5-21-07 due to the Memorial Day Holiday. Motion carried.

**PUBLIC QUESTIONS & COMMENTS:**

Bill Walters, County Commissioner reminded council that next year the City Charter is up for it's 10 year review if changes are wanted or needed.

Motion by CM Miler, second by CM McIvor, to adjourn at 7:54 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk