

**BROWN CITY COUNCIL PROCEEDINGS
NOVEMBER 26, 2007**

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

Pledge of Allegiance led by Mayor Carpenter.

PRESENT: Mayor Laura Carpenter, Councilmembers: Ron Wood, Julie Miller (arrived at 7:15), Ross McIvor, Mike Lents, and Ken Brown. City Attorney Gregory Stremers, City Manager Clint Holmes and City Clerk Kelly Pavel.

ABSENT: Councilmember Christine Lee.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

Motion by CM Brown, second by CM McIvor, to accept the Regular Meeting Minutes of November 12, 2007 as presented. Motion carried.

PAY BILLS:

Motion by CM Brown, second by CM McIvor, to pay the bills in the following funds: General - \$15,395.17, Payroll - \$15,220.61, Sanitary Sewer - \$1,151.20, Water - \$1,618.41, Arsenic Abatement - \$1,000.00, Storm Sewer - \$500.00, Equipment - \$1,925.07. Motion carried.

Motion by CM McIvor, second by CM Wood, to pay Huron Consultants in that amount of \$490.00 for Water Treatment Facility Bills. Motion carried.

PUBLIC QUESTIONS AND COMMENTS: None.

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

UNFINISHED BUSINESS:

1. Water Treatment Facility – The arsenic abatement program must be fully operational by February 1, 2008. Please see Manager's Report.

PETITIONS AND COMMUNICATIONS:

1. 6949 Cade Road – Install culvert and cover drainage ditch.

Motion by CM Brown, second by CM McIvor, to accept the pre-application building permit for 6949 Cade Road to install a 15" culvert and dirt to cover drainage ditch. Motion carried.

PUBLIC HEARING: None scheduled.

ORDINANCES: None.

RESOLUTIONS: None.

MANAGER'S REPORT:

- 1. Water Treatment Facility:** The contractor has completed the building and plumbing, to include the emergency shower and eye wash station. Painting is complete on the interior, to include the piping. The electrical contractor is about 75% done with installation of wiring, conduit and lighting. Representatives from Severn-Trent are scheduled to arrive on December 3rd to install the absorption media and run the final tests on the system. Once chemical and water purity tests are complete, the facility should be ready for operation. Facility is expected to be fully operational by December 10, 2007.
- 2. Water Treatment Facility Change Orders:** Sanilac County The contractor has submitted two additional change orders. Change order #8 (lavender) is to install gutter and downspout on the east side of the facility's roof for a cost of \$510. Change order #9 (purple) is for the installation of an OSHA-required exit light with battery backup above the door for \$240. Recommend approving both change orders. This will bring the facility cost, less engineering, to \$622,014. **REQUIRES MOTION.**

Motion by CM Wood, second by CM McIvor, to accept change orders #8 and #9 as listed above for the Water Treatment Facility. Motion carried.

- 3. City Auditor:** The City received bids from three CPA firms that conduct municipal audits. The bids are as follows:

Firm Name	Location	2008	2009	2010
Yeo & Yeo	Marlette	\$8,500	\$8,500	\$8,500
Berthiaume & Co.	Saginaw	\$6,000	\$6,200	\$6,400
Lehn L. King, CPA	Marlette	\$6,500	\$6,500	\$6,500

The submission documents are available for your review. The contract should be in place by the end of the year. How does the City Council wish to proceed? **REQUIRES MOTION.**

Motion by CM Wood, second by CM McIvor, to accept the bid of \$6500.00, annually through 2010, with Lehn L. King, CPA to conduct the municipal audit. Motion carried.

- 4. St Marys Street:** The DPW planned to replace the broken fire hydrant on the corner of Lincoln and Main Streets on November 19th. While turning off the water in this main, the shutoff valve on St Marys Street failed. Repairs were completed about 2:21 on the morning of November 20th. The Fire Department provided their light truck and Firefighter Jimmy Groat, Sr. and Deputy Chief Rob Jacobson remained on the scene and assisted with repairs until the job was completed. A letter of thanks and appreciation to the Brown City Fire Department was signed by the Mayor and delivered to Chief Groat (cherry). The Department's assistance was greatly appreciated.

- 5. Michigan Agricultural Commodities:** MAC sent a letter thanking the City Council for returning Opportunity Drive to a two way street (yellow). MAC has also requested the City Council consider renaming Opportunity Drive, Industrial Drive and Industrial Court as Corn, Soybean and Wheat respectively. The change would facilitate the lining up of trucks with those contents. This will speed up unloading. MAC has agreed to pay for the street signs and the administrative fee to change the official MDOT maps. **REQUIRES MOTION.**

Motion by CM Brown, second by CM Wood, to allow street and drive name changes as requested from MAC Industries at their expense. Motion carried.

- 6. Fire Authority Christmas Dinner:** A reminder that the annual Christmas Dinner for the Brown City Firefighters is scheduled for Saturday, December 1st at the Brown City Fire Hall.
- 7. City Hall Lighting:** Rhode Electric has ordered the parts, and work should begin soon.
- 8. Old Burger Building:** Received a phone call early this evening from the party who is interested in purchasing the Old Burger Building. Party is closing in on financing and reaching a point of making an offer. Purchase price and repairs of this total approximately \$50K for the City. Interested party in planning to offer \$43K. Council needs to determine if they wish to counter offer if this is the amount offered.

Councilmember Miller arrived at 7:15 p.m.

Council discussion regarding selling this building. City Manager has discussed the possibility of the City leasing a back storage area to continue storing files, this is being considered. Council consensus that \$43K be accepted if offered.

Motion by CM Wood, second by CM McIvor to schedule a Public Hearing for 12-10-07 at 7:15 p.m. regarding the sale of City property (Old Burger Building), as well as developing an Ordinance for the Transfer of Property for council review. Motion carried.

PERSONAL APPEARANCES:

Mr. Dick Fenner, Fenner Chemical. Mr. Fenner discussed his proposed chemical business for the area. Plan to lease the building on the north side of the Brown City Industrial Park. Lease is proposed to be signed on 12-1-07 and he will begin moving in. Council welcomed Fenner Chemical to Brown City.

ATTORNEY'S REPORT:

Update regarding property tax question regarding Brown City Lanes which was discussed at the previous meeting. Mr. Stremers does not see any remedy for Mr. McIvor's situation that the City would be able to assist in.

TREASURER'S REPORT: None.

COMMITTEE REPORTS:

1. Police – none.
2. Water and Sewer – none.
3. Tax and Finance – none.
4. Streets and Sidewalks – none.
5. Buildings and Grounds – none.
6. Personnel – CM McIvor questioned the job status of Dave Kinney. City Manager has sent a letter to Mr. Kinney stating that he is considered as no longer employed with the City of Brown City when his insurance runs out. Mr. Kinney's insurance is complete and no word has been received from him. Replacing this position will be discussed in the future.

GENERAL CONCERNS OF THE COUNCIL:

CM Lents questions if any individual is available for severe snow removal assistance to the DPW if need be. Suggestion that Ron Trombley be asked to assist if he is available. City Manager will speak with Ron Trombley.

MAYOR'S REPORT:

1. Appointment Book – books for council to disperse.
2. Flower Fund – Mayor Carpenter asked for donations for the flower fund.

PUBLIC QUESTIONS AND COMMENTS:

Motion by CM Wood, second by CM Miller, to adjourn at 7:32 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk