

**BROWN CITY COUNCIL PROCEEDINGS
JUNE 23, 2008**

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: Pat Jacobson, Julie Miller, Ross McIvor, Christine Lee, Ken Brown. City Manager Clint Holmes, City Attorney Gregory Stremers, City Clerk Kelly Pavel.

ABSENT: CM Mike Lents.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA:

City Manager requested that one additional bill for \$5,000 to Booms Construction be added to the agenda for final payment on the Water Treatment Facility Project.

Motion by CM Brown, second by CM Miller, to accept the Regular Meeting Minutes of June 9, 2008 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Brown, to pay the bills in the following funds: General - \$16,206.36, Payroll - \$14,935.49, Major Street - \$510.00, Local Street - \$450.00, Sanitary Sewer - \$1,242.14, Water - \$6,421.39, Arsenic Abatement - \$100.00, Equipment - \$766.33. Motion carried.

Motion by CM Lee, second by CM Brown, to pay Booms Construction in the amount of \$5,000.00 for Water Treatment Facility, this is the final scheduled payment. Motion carried.

PUBLIC QUESTIONS & COMMENTS: None.

PERSONAL APPEARANCES:

1. Lehn King, CPA – Review of 2007-2008 City Financial Audit Report.

Mr. Lehn King reviewed the 2007-2008 City Financial Audit Report. He concluded by stating that the City of Brown City appears to be in good fiscal standing.

PUBLIC HEARING: 7:15 PM - \$200,000 Bond to complete the Project to Significantly Reduce Storm Water Intrusion into the City's Sanitary Sewer System.

Mayor Carpenter opened the Public Hearing at 7:15 p.m.

City Manager provided background information regarding Bond procedures.
No public questions or comments.

Mayor Carpenter closed the Public Hearing at 7:18 p.m.

RESOLUTIONS:

1. Resolution 08-09: A Resolution Approving the Initiation of a Project to Significantly Reduce Storm Water Intrusion into the City's Sanitary Sewer System.

Motion by CM Ken Brown, second by CM Christine Lee, to adopt Resolution 08-09, *A Resolution Approving the Initiation of a Project to Significantly Reduce Storm Water Intrusion into the City's Sanitary Sewer System*. ROLL CALL VOTE: Jacobson-yes, Miller-yes, Mclvor-yes, Lents-absent, Lee-yes, Brown-yes. Motion carried.

PERSONAL APPEARANCES CONT.

2. James W. Metz – Candidate for Sanilac County (73A) District Court Judge.

Mr. Metz discussed his bid to run for Sanilac County (73A) District Court Judge.

DPW REPORT:

Written report reviewed. No questions or comments.

UNFINISHED BUSINESS:

1. 7030 Welles Street Basement Flooding – Line televised – No leaks detected.
2. Motorcycle Club Park Use Scheduling – Park Board approved their use for the weekend of August 9th.

City Manager reported that flooding will be discussed in Manager's Report. Also, City Manager has been informed that the Motorcycle Club will be organizing in Emmett and suggests that Item #2 be removed from the Council Agenda.

Motion by CM Miller, second by CM Lee, to remove Motorcycle Club Park Use Scheduling from Unfinished Business. Motion carried.

PETITIONS & COMMUNICATIONS:

1. 4292 Wood Street – Roof to cover concrete pad adjacent to the garage.
2. 4455 Vine Street – Above Ground Pool.

Motion by CM Brown, second by CM Lee, to accept the pre-application building permit for 4292 Wood Street to construct a roof over a concrete pad. Motion carried.

Motion by CM Brown, second by CM Jacobson, to accept the pre-application building permit for 4455 Vine Street to erect an above ground pool. Motion carried.

ORDINANCES: None scheduled.

MANAGER'S REPORT:

1. **Walter Street Drainage:** The 440' of 12" plastic culvert and catch basin for the Walter Street project is on-site. The (acting) City Engineer visited the site and reviewed the installation plans. Discussion with the DPW Foreman revealed that he plans to have the project done within the next couple of weeks.
2. **City Hall Sign:** At the June 19th meeting of the Library Board, they approved the design of the proposed City Hall/Library signs and agreed to pay for half of the project. Estimate the total cost for the two signs at \$340. The signs were ordered June 20th and should be delivered within about two weeks. The DPW will mount the signs on the north and east side of the building.
3. **2008 Street Rehabilitation Program:** The surveyors were scheduled to complete the elevation, slope and dimension work by the afternoon of June 20th. Once completed, the (acting) City Engineer will put together the construction plan and materials list. When available, the construction plan and materials list will be used to put together the Request For Proposals. Anticipate project completion by the end of August.
4. **Downtown Development Authority (DDA):** The DDA met on June 17th to continue discussion of a Downtown Master Plan. The primary decision to come out of the meeting was to schedule a meeting with the Park Board to discuss mutual interests. That meeting has been scheduled for July 10 at 7:00 PM.
5. **Thelman Avenue Fire Hydrant Repairs:** The fire hydrant on the corner of Thelman Avenue and Main Street began leaking late on June 18th. The crew dug to the base of the hydrant and determined that the seal on the shut-off valve was loose. Because water needed to be shut off to repair the valve, DEQ required that "Boil Water Notices" be sent to those residents living on North Cade Road, Thelman Avenue, Belview and Autumn Gold. The DPW Foreman took water samples Thursday and Friday and delivered them to Lexington for analysis. If the tests are satisfactory, DPW Staff will deliver notices Saturday afternoon lifting the boil notice.

CM Miller asked if total costs for the fire hydrant repairs is available. City Manager does not have final figures at this time. City Attorney has stated that restitution procedures could be followed for reimbursement of costs. CM Miller and Brown suggests that this procedure be followed.

- 6. Sanilac Broadcasting Company:** The Mayor and City Council received an invitation from WMIC in Sandusky to attend an Open House the afternoon of June 25th. The function is to celebrate Sanilac Broadcasting Company's 40th Anniversary.
- 7. DPW Vehicle Window:** The cab door window on the skid loader was broken. The manufacturer wants \$600 for replacement and installation. Yale glass will do the work for about \$320. Yale glass should have the repair completed by the end of next week.
- 8. Water Treatment Facility:** The new contractor for the SCADA system has fixed the communications issue between Wells #3 and #4. The contractor installed the new software required to repair problems with the alarm system on June 20th. The DPW Foreman is monitoring the system to ensure it is fully operational.
- 9. Brown City Water Tower:** The water tower has a cathodic corrosion protection system installed. During a routine maintenance check by Corrpro Waterworks, the system was not operational due to a failed rectifier. The replacement part is no longer available. A new system using a solid-state TASC VIII unit is about \$4,800 and comes with a one-year guarantee. Recommend replacing the unit. **REQUIRES MOTION.**

Motion by CM Brown, second by CM Jacobson, that a new cathodic corrosion protection system be purchased for the water tower at the price of \$4,800.00. Motion carried.

- 10. Well #4 Back-up Motor:** The DPW repaired the emergency pump motor at Well #4 (with generous assistance from Larry Czap) and it is now operational. I am working with Lapeer to get information on the emergency generator they may have available for Well #3.

CM Brown suggests that a thank you letter be sent to Larry Czap for his assistance.

- 11. City Shirts and Nametags:** There was a discussion during the Mayor Exchange to provide polo shirts with the City logo embroidered on the left side and the office (Mayor, City Council, Clerk Treasurer) on the right. Flying Colours is preparing an estimate of the cost. In addition, nametags for office holders are being priced. Payment could come out of the "Community Promotion" line in the budget. Does the City Council wish to proceed with these purchases?
- 12. July 4th:** City Hall will be closed on Friday, July 4th in celebration of Independence Day.

ATTORNEY'S REPORT: None.

TREASURER'S REPORT:

Summer tax bills have been received and are almost ready to be mailed. During the City Treasurer's absence Dave VanCura will collect tax monies.

New procedure for deposits will be followed with David VanCura verifying deposits and initialing a report that will be available for auditors if needed.

COMMITTEE REPORTS:

1. Police (Miller) – none.
2. Water and Sewer (Lents) – none.
3. Tax and Finance (Lee) – none.
4. Streets and Sidewalks (Jacobson) – June 10 Festival Commission meeting.
Next Festival Meeting is scheduled for July 22, 2008.
5. Building and Grounds (Brown) – none.
6. Personnel (Mclvor) – none.

GENERAL CONCERNS OF THE COUNCIL: None.

MAYOR'S REPORT:

1. Mayor Exchange with Algonac – June 18th. Mayor received a thank you letter from Algonac's Mayor.

PUBLIC QUESTIONS & COMMENTS: None.

ADJOURNMENT:

Motion by CM Brown, second by CM Mclvor to adjourn at 7:36 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk