

**BROWN CITY COUNCIL PROCEEDINGS
APRIL 13, 2009**

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

Pledge of Allegiance led by Mayor Carpenter.

PRESENT: Mayor Laura Carpenter, Councilmembers: Pat Jacobson, Julie Miller, Mike Lents, Christine Lee, City Manager Clint Holmes, City Attorney Gregory Stremers, City Clerk Kelly Pavel.

ABSENT: Councilmembers Ken Brown and Ross McIvor.

ADDITIONS, CORRECTIONS AND DELETIONS TO AGENDA: None.

CORRECTION & APPROVAL OF MINUTES:

Motion by CM Miller, second by CM Jacobson, to accept the Regular Meeting Minutes from March 23, 2009 as presented. Motion carried.

PAY BILLS:

Motion by CM Lee, second by CM Lents, to pay the bills in the following funds: General – \$32,272.25, Payroll #1 - \$19,614.72, Payroll #2- \$30,924.72, Major Street - \$1,772.84, Local Street - \$2,5885.22, Sanitary Sewer - \$4,277.40, Storm Sewer - \$66.50, Equipment - \$13,639.01, Water - \$12,171.30. Motion carried.

Motion by CM Lee, second by CM Lents, to approve the annual USDA payment toward the Renaissance Zone property of \$8,068.75. Motion carried.

Motion by CM Lee, second by CM Lents, to approve interest payment to Sanilac County for Sewer improvement bond of \$4,386.66. Motion carried.

PERSONAL APPEARANCES: None scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

POLICE REPORT:

Written report reviewed. No questions or comments.

UNFINISHED BUSINESS: None.

PETITIONS & COMMUNICATIONS:

1. **Building Permit for City Park:** Renovation of pool pavilion. Move walls and re-plumb bathrooms. **REQUIRES MOTION.**

Discussion that individuals have volunteered to assist in completing pool pavilion renovations and are strictly considered volunteers.

Motion by CM Miller, second by CM Lee, to approve the pre-application building permit for the City Park to renovate the pool pavilion by moving walls and re-plumbing the bathrooms. Motion carried.

PUBLIC HEARING: None scheduled.

ORDINANCES: None scheduled.

RESOLUTIONS: None scheduled.

MANAGER'S REPORT:

1. **Phase III Sewer Rehabilitation Project:** Michigan Pipe Inspection continues work on cutting calcium / roots and grouting the mains for the City's Sewer Rehabilitation Project. For Phase III (the area south of M-90/Main Street) the company cleaned and video inspected 9,780 feet of sewer line and grouted 1,102 joints and breaks. They also removed roots and calcium from approximately 6,553 feet of sewer mains. Phase III is estimated by Michigan Pipe as 95% complete. Phase I (north of Main Street) has to date included cleaning (7,044 feet) and video inspection (5,438 feet). 519 joints and breaks were repaired with another 220 joints to be completed this week. Phase I is about 45% complete. A meeting will be scheduled to determine how much additional work can be completed with the remaining funds. Work to date has cost \$144,718.86. This leaves \$32,781.14 still available for work on the Project.
2. **Mapleview Estates Water Meter:** The owner accepted and signed the agreement. He also personally delivered a check for \$5,512.76 on April 8th to pay the January/February/March utility bills for the current residents of Mapleview Estates. Regular utility bills for the second quarter were mailed to Mapleview Estate residents along with those for the rest of the City.
3. **7123 Welles Street:** Apparently a local resident purchased the house from HUD. His plans are to repair the building. To date, the City has not received a request for permits or construction plans. If repairs are not scheduled to begin within a reasonable amount of time, expect to begin the procedures required by the City's Dangerous Buildings Ordinance (§91.06).
4. **MML Workers' Compensation Fund:** On April 6th, the City was notified by our Workers' Compensation Insurance carrier that a Dividend Credit of \$891 was applied to this year's renewal premium and that the City will also receive a dividend check for \$1,077.
5. **Brown City Street Project:** The City Engineer continues to work on the plans for the 2009 Street Project. The survey and project location work is complete. The DPW Foreman investigated the condition of the water shut-off valves on John Street and reported that replacing those valves is not necessary at this time. He also investigated replacing the 4" cast iron water main on Walter Street. The line connects the 6" main on Third Street with the 6" main on Main Street. Initial plan was to replace the line between First and Main Streets in the area of the Street Project. However, DEQ will

- only issue a permit to replace the whole length. An in-house estimate of the cost is in excess of \$10,000. Does the Sewer and Water Committee wish to meet to discuss this and the Lincoln Street Storm Water Project?
6. **City Hall Planters:** The staff has requested that the two large planters in front of the City Hall be removed. Is there any objection from the City Council? Council consensus to remove the planters in front of City Hall.
 7. **Final 2008-2009 Budget Adjustments:** The financial books for the last fiscal year were closed on March 31st. Final bills have been received. The budget was reviewed and necessary adjustments were completed. No additional City Council action is required.
 8. **COPS Grants:** A review of available COPS Grants revealed that the current round of grants are only for full time officers. Communities that accept the grant will receive reimbursement for pay and benefits for three years, but must commit to keeping the officer for at least one additional year and be responsible for pay and benefits. The cost for a full time (married) officer is about \$64,400 a year. I will continue to research law enforcement grant options.
 9. **City Hall Phones:** One company has been located that can provide replacement telephones voicemail capability. Routing software and additional phones would cost less than \$3,000. Funds would come from the proceeds from the sale of the Burger Building. Is there any objection to upgrading the City's telephone system? Council consensus that City Manager proceed with investing in a system to upgrade City Hall's current phone system to better serve the community.
 10. **Sewer Reserve Fund:** The City has approximately \$110,000 in the sewer reserve fund at Bank of America. The interest rate being paid is about .013%. Contact with local banks revealed the following rates: Exchange State Bank (Brown City) pays .75% for savings and 1.74% for a one-year CD. Eastern Michigan Bank (Sandusky) pays .15% and 1.25%. Citizens First (Sandusky) pays .31% and 1.38%. Signature Bank (Sandusky) pays .30% and 1.76%. Chemical Bank (Marlette) pays .30% and 2.5%. And Independent Bank (Marlette) pays .50% and 1.2%. Does the City Council wish to move these funds? Council consensus that funds be moved to Exchange State Bank.
 11. **Downtown Sidewalks:** The Brown City Fire Department plans to wash off the sidewalks and gutters from the Bus Barn east to Little Texas on the evening of Monday, April 20th. Letters will be sent to the downtown merchants informing them of this schedule. CM Jacobson has concerns for sand being flushed into the sanitary sewer system. City Manager is confident that sand will be minimal.
 12. **Municipal Employees Retirement System:** Currently the City's retirement plan is held by RiverSource. In addition to the five (non-union) employees, three former employees also have accounts. Some of the employees wish to remain with RiverSource and some wish to switch to MERS. There should be no cost to the City for those that wish to switch. Is there any objection from the City Council to contracting with MERS for some of the retirement accounts? Council consensus that interested employees switch to MERS.

- 13. East Central Michigan Planning and Development Commission:** The City of Brown City is a member of this commission. New By-laws have been created and the commission is asking that the By-laws be reviewed and accepted in the form of a Resolution. The next council packet will contain copies of these proposed By-laws for your review and approval.

ATTORNEY'S REPORT: No new business to report.

TREASURER'S REPORT: None.

COMMITTEE REPORTS:

1. Police (Miller) – none.
2. Water and Sewer (Lents) – none.
3. Tax and Finance (Lee) – none.
4. Streets and Sidewalks (Jacobson) – none.
5. Building and Grounds (Brown) – none.
6. Personnel (Mclvor) – none.

GENERAL CONCERNS OF THE COUNCIL:

CM Miller addressed the fact that the last scheduled May, 2009 meeting falls on the Memorial Day holiday and a new meeting date needs to be scheduled.

Motion by CM Miller, second by CM Lee, to reschedule the May 25, 2009 Regular Council Meeting to May 18, 2009. Motion carried.

CM Lee asked that standing water west of the Methodist Church on Lincoln Street be inspected. A drain appears to not be working properly.

Discussion regarding the removal of dead trees on Main Street and strengthening grates. Council consensus to remove any dead trees in the downtown area and to not replace these trees. Also recommended that grated areas be cemented and color matched to existing sidewalk. City Manager will contact Tom's Ultimate Concrete for pricing.

CM Jacobson, representing the Brown City Festival Committee asked for the City's annual donation of \$2,500.00 toward the purchase of fireworks for Brown City Days.

Motion by CM Miller, second by CM Lee, to donate \$2,500.00 to the Brown City Festival Committee to assist in the purchase of fireworks. Motion carried.

Clerk Pavel questioned the progress or intentions for the abandoned red house on Maple Street that was purchased by Frank Durga. City Manager is unaware of any progress being made on the renovation of this property and it will be inspected for condition and blight.

Council consensus that the former Brown City Lanes site be given a May 30, 2009 deadline for cleanup of site. City Manager will send a letter to owners.

MAYOR'S REPORT: None.

PUBLIC QUESTIONS & COMMENTS: None.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT:

Motion by CM Miller, second by CM Lee, to adjourn at 7:30 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel
City Clerk