

# **BROWN CITY COUNCIL PROCEEDINGS**

## **FEBRUARY 13, 2012**

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

Pledge of Allegiance led by Mayor Lee.

**PRESENT:** Mayor Christine Lee, Councilmembers: Bill Walters, Julie Miller, Ross McIvor, Pat Jacobson, Eugene Navock and Dan Loutzenhiser. City Manager Clint Holmes, City Attorney Gregory Stremers and City Clerk Kelly Pavel.

**ABSENT:** None.

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

### **CORRECTION & APPROVAL OF MINUTES:**

Motion by CM Walters, second by CM Jacobson, to accept the Regular Meeting Minutes of January 23, 2012 as presented. Motion carried.

### **PAY BILLS:**

Motion by CM Jacobson, second by CM Navock, to pay the bills in the following funds: General - \$27,644.49 (5056-5089), Payroll - \$25,527.19 (5368-5384), Major Street - \$1,685.81 (3749-3750), Local Street - \$1,685.81 (4170-4171), Sanitary Sewer - \$1,537.95 (3192-3196), Water - \$22,349.91 (2028-2033), Equipment - \$669.81 (1323-1326). Motion carried.

**PUBLIC QUESTIONS & COMMENTS:** None.

**POLICE REPORT:** Written report reviewed. No questions or comments.

**PERSONAL APPEARANCES:** None Scheduled.

**PUBLIC HEARINGS:** None Scheduled.

**UNFINISHED BUSINESS:** None Scheduled.

**PETITIONS & COMMUNICATIONS:** None Scheduled.

**ORDINANCES:** None Scheduled.

**RESOLUTIONS:** None Scheduled.

## MANAGER'S REPORT:

1. **Maple Valley Lift Station:** A check from the insurance carrier for \$12,704 for the cost of repairs to the lift station was received on February 10<sup>th</sup>.
2. **Grants:** The Michigan Township Participating Plan, which provides insurance coverage for the City and Fire Authority, has approved grants for both. The City will receive \$1,660 toward refurbishing the 7-year old laptops mounted in the City's patrol vehicles. The Fire Authority is in line to get \$2,418 for the purchase of extractions gloves and turn-out gear. Of note, the software issue that prevented the Brown City Police Department (as well as Marlette and Croswell, from accessing the Michigan Law Enforcement Information Network (LEIN) through the Sanilac County Sheriff's Department has been resolved.
3. **City Water Wells:** The City has received bids from two companies to overhaul Well #3 on the normal 5-year schedule. However, one company offers a comprehensive annual well inspection for \$200 per well. If the City Council wishes to enroll in this program, then we can get both wells inspected, and based on the results, determine if Well #3 is in immediate need of overhaul or if the process can be safely delayed. Recommend the City enrolls in this program and delays making a final decision on the overhaul until the results are available. An inspection of this type could be scheduled for as early as the end of the month. How does the City Council wish to proceed? **REQUIRES MOTION.**

Motion by CM Walters, second by CM Navock, that City enroll in an annual well inspection program with Northern Pump & Well for \$200.00 per well per year. **ROLL CALL:** Walters-yes, Miller-yes, Mclvor-yes, Jacobson-yes, Navock-yes, Loutzenhiser-yes. Motion carried.

4. **Walter Street Water Main:** The final engineering plans have been received by the City. Also, permits from MDEQ and Sanilac County have been completed and approved. If there is no objection from the City Council, a Request For Proposals will be created and made available for review and action at the next City Council meeting.
5. **MLGMA Winter Institute:** The Institute ran from January 31<sup>st</sup> through February 3<sup>rd</sup>. The training was excellent and provided insight concerning necessary milestones for the Third Phase of EVIP which must be completed prior to May. Anticipate that some changes to the City's Employee Handbook will be necessary, to include Public Act 152 Health Care Insurance requirements and new hiring policies.

6. **Union Negotiations:** The City received formal notice that IUOE Local 324 wants to open negotiations concerning DPW pay raises as soon as possible. The Union representative was told that the City Council had been provided with a memo detailing various options concerning pay. Recommend the Personnel Committee meet to decide on a recommendation to the City Council concerning how to proceed with this negotiation and for the non-union employees.

Personnel Committee Meeting to be held Thursday, February 23, 2012 at 7:00 p.m.

7. **USDA Inspection:** The USDA completed their scheduled inspection on February 7<sup>th</sup>, to include the Industrial Zone and City Hall, with no discrepancies noted. The USDA was informed that the City plans to make a final payment when the next principal/interest payment is due in May.
8. **Regional Food Assessment Committee:** EMCOG is working on a USDA funded project to analyze existing local food systems, production, processing, storage and distribution networks within our Region. The Committee met on February 9<sup>th</sup> in Saginaw. I attended to represent the City and Sanilac County since this study has a potential in help enhance employment opportunities in the area. The group plans to meet monthly.
9. **MRWA Utility Rate Workshop:** This training will be held in East Lansing on February 21<sup>st</sup> and 22<sup>nd</sup>. I will be attending and will be available by cell phone.
10. **President's Day:** City Hall and the DPW will be closed on Monday, February 20<sup>th</sup> for President's Day.

**ATTORNEY'S REPORT:** No new updates.

**TREASURER'S REPORT:** None.

**MAYOR'S REPORT:** None.

**COMMITTEE REPORTS:**

1. Police (Miller) – none.
2. Water and Sewer (Navock) – none.
3. Tax and Finance / Thumb Soybean Festival (Jacobson) – Festival Commission will meet Tuesday, February 14<sup>th</sup> at 6:30 PM.
4. Streets and Sidewalks (Loutzenhiser) – none.
5. Building and Grounds (Walters) – none.
6. Personnel (Mclvor) – February 23<sup>rd</sup> committee meeting.

**GENERAL CONCERNS OF THE COUNCIL:**

CM Jacobson questioned snow plowing schedule over weekend and the cost of marking piles of snow. Cost is very minimal. Jacobson suggested that flashing signs be considered because piles are hard to see at night.

CM Mclvor questioned the order of salting. Suggested that plowing be done first then salt laid. DPW typically salts and then plows, this is a waste of salt. City Manager will look into these concerns.

**PUBLIC QUESTIONS & COMMENTS:**

County Commissioner Daws provided a brief update pertaining to County happenings.

**EXECUTIVE SESSION:** None scheduled.

**ADJOURNMENT:**

Motion by CM Miller, second by Mclvor, to adjourn at 7:15 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk