

**BROWN CITY COUNCIL PROCEEDINGS  
DECEMBER 17, 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: Pat Jacobson, Julie Miller, Ross McIvor, Christine Lee. City Manager Clint Holmes, City Attorney Gregory Stremers and City Clerk Kelly Pavel.

**ABSENT:** Councilmembers Ken Brown and Mike Lents.

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

Removal of Item #2 under Pay Bills.  
Add Committee Appointments under Mayor's Report.  
Add two items under Manager's Report (#9 and #10).  
Add Clerk's Report.

**CORRECTION AND APPROVAL OF MINUTES:**

Motion by CM Miller, second by CM McIvor, to accept the Regular Meeting Minutes of 12-10-07 as presented. Motion carried.

**PAY BILLS:**

Motion by CM Lee, second by CM McIvor, to pay the bills in the following funds: General - \$3,387.39, Payroll - \$50.00, Sanitary Sewer - \$723.46, Water - \$1,264.88, Arsenic Abatement - \$172.39. Motion carried.

**PUBLIC QUESTIONS AND COMMENTS:** None.

**PERSONAL APPEARANCES:** Mike Redman – Candidate for Sanilac County Sheriff.

Mr. Mike Redman provided personal background information as well as discussed his bid for the Sanilac County Sheriff position.

**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, 2008. Please see Manager's Report.

**PETITIONS AND COMMUNICATIONS:** None scheduled.

**PUBLIC HEARING:** None scheduled.

**ORDINANCES:**

1. Draft Section XXX: Peddlers, Solicitors and Transient Merchants.
2. Draft Section 113: Peddlers and Solicitors

City Manager discussed proposed Peddler Ordinances he has researched. City Attorney suggests that both options be reviewed for further discussion. City Manager will further discuss the Chief's opinion on both ordinance options. Council consensus to table the Peddler's Ordinance until receiving input from Chief Smith.

**RESOLUTIONS:** None scheduled.

**MANAGER'S REPORT:**

1. **Water Treatment Facility:** The facility is essentially complete. The contractor is still having problems with the SCADA system but they should be worked out early the week of January 17<sup>th</sup>. Otherwise, the facility is operational and can be operated manually if needed.
2. **Lincoln / Main Streets:** The DPW completed the replacement of the fire hydrant on the corner of Lincoln and Main Streets. I want to thank the downtown businesses for their patience and cooperation.
3. **DPW Laborer:** The City Clerk placed the attached advertisement in *The Banner* for a DPW Employee. Applications are due January 21<sup>st</sup> and Phil and I will do interviews later that week. Starting wages are \$11.00 per hour (per Union contract) with benefits.
4. **Burger Building:** An advertisement was also submitted to *The Banner* asking for offers on the Burger Building. Those offers are due January 10<sup>th</sup> so they will be available for City Council review at the January 14<sup>th</sup> meeting.
5. **Renaissance Zone:** SEA Director Dale Benish is setting up a meeting with the owners of the company interested in building a new factory in the City's Renaissance Zone. That meeting should take place within the next couple of weeks.
6. **Rural Task Force:** As the representative for Sanilac County communities, I attended the annual meeting of the Rural Task Force at the County Road Commission offices on January 13<sup>th</sup>. The RTF finalized the County road repair schedule for 2008-2012. Among other projects, the repair of Maple Valley Road from the north boundary of Brown City to Marlette Road is scheduled for 2011 at an estimated cost of \$600,000.

7. **City Manager Schedule:** I will be taking some vacation time during the next couple of weeks (mostly in the afternoon).
8. **City Hall Closures:** Just a reminder that City Hall/DPW will be closed on December 24<sup>th</sup>/25<sup>th</sup> and December 31<sup>st</sup>/ January 1<sup>st</sup>. On behalf of the staff, Happy Holidays!
9. **Snow Plowing:** I received complaints today from two residents regarding the berms that are left at the end of their driveways when the snowplow goes by. Council consensus that each homeowner will have to be responsible for berms that fill in the end of their driveways. The City can not be responsible for cleaning individual homeowner's driveway ends.
10. **Snowmobiles:** The Sanilac County Sheriff Department is acquiring two snowmobiles with police lights and markings. The Police Chief will work with the Sheriff to make available one of these machines and an officer to help control snowmobiles within the City.

#### **ATTORNEY'S REPORT:**

City legal status is good.

#### **TREASURER'S REPORT:**

Total property tax collection was \$151,392.43 as of December 17<sup>th</sup>; of which the City will receive a percentage.

#### **CLERK'S REPORT:**

City Clerk Pavel made recommendations for Election Inspector appointments for the 1-15-08 Election as well as requested that the library be closed that day.

Motion by CM Miller, second by CM McIvor, to appoint Kate Loutzenhizer as Election Chairman, Elva Walker, Joyce Beals, Richard Williams, Helen Lints, Betty Spencer, Jean Morrison and Renee Nason as election inspectors for the 1-15-08 election. Motion carried.

Motion by CM Miller, second by CM Lee, to close the library on 1-15-08 for purposes of the election being held. Motion carried.

#### **COMMITTEE REPORTS:**

1. Police – none.
2. Water & Sewer – none.
3. Streets & Sidewalks – none.
4. Personnel – none.
5. Tax & Finance – none.
6. Buildings & Grounds – none.

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

**MAYOR'S REPORT:**

1. 2008 Council Priorities Worksheet. Completed worksheets are due at the next City Council meeting on January 14<sup>th</sup>.
2. Group (and individual) photos for City Website. – Scheduled for next meeting.
3. Committee Appointments:

Mayor Carpenter appointed the following council members to appropriate committees through 11/2008. (\* indicates chairperson). **Buildings and Grounds:** Ken Brown\*, Mike Lents, Pat Jacobson, **Personnel:** Ross McIvor\*, Christine Lee, Julie Miller. **Police:** Julie Miller\*, Ken Brown, Christine Lee. **Streets and Sidewalks:** Pat Jacobson\*, Mike Lents, Ross McIvor. **Tax and Finance:** Christine Lee\*, Julie Miller, Pat Jacobson. **Water and Sewer:** Mike Lents\*, Ken Brown, Ross McIvor. - **Mayor Pro Tem:** Ken Brown. **Fire Authority Representative:** Laura Carpenter.

**PUBLIC QUESTIONS AND COMMENTS:** None.

Motion by CM Miller, second by CM McIvor, to adjourn at 7:34 p.m. Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk