

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

March 21, 2019

CALL TO ORDER: Mayor Colleen Brown called the regular Council meeting to order at 7:00 p.m. The meeting was held at the Montrose City Office located at 139 S. Saginaw St., Montrose.

ROLL CALL: Present Council Members were Mayor Colleen Brown, Debbie Gross, Christy Sanborn, Mayor Pro-Tem Mark Richard, Tom Bigelow and Ryan Heslop. Also present were City Manager Neil Rankin, City Clerk Christina Rush, City Attorney Otis Stout, and 10 citizens. Council member Robert Arnold was absent.

PLEDGE OF ALLEGIANCE TO THE FLAG: Mayor Brown led the Pledge of Allegiance.

CITIZEN OF THE MONTH

1. *THE MONTH OF MARCH 2019, RYAN PERSAILS:* Mr. Persails is a SVSU police officer who was the first responder on scene of a police officer being shot in Saginaw County. Council honored Persails for his courage and bravery.

2. *CHOOSE A CITIZEN OF THE MONTH FOR THE MONTH OF MAY:*

- **MOTION** by Gross **SECOND** by Richard to nominate Joann Cochrane for the Citizen of the Month for the Month of May. All Ayes. Motion Carried.

PUBLIC HEARINGS:

1. *IMPROVEMENTS TO BLUEBERRY PARK*

Mayor Brown opened the public hearing at 7:04 pm. DPW Supervisor Sam Spence said his father-in-law, Gary Smith, would like to donate a portion of his lawn on Washington Street for a second entrance to Blueberry Park. There were no further questions and/or comments. Mayor Brown closed the public hearing at 7:06 pm.

2. *PROPOSED ORDINANCE NO. 438 RE: PROHIBIT THE ESTABLISHMENT OF RECREATIONAL RETAIL SALES OF MARIHUANA ORDINANCE:* The public hearing is delayed until the April 18, 2019 meeting, due to missed published deadline of public hearing notice.

PRESENTATIONS

1. *MONTROSE HOUSING OVERVIEW:* Rankin gave a presentation on the housing in Montrose.

2. *ENGINEERING UPDATE RE: SOUTH GENESEE STREET PROJECT:* Geric Rose from Fleis and Vandenbrink gave an update on the South Genesee Street Project. They have started the survey and core samples have been taken. They will come back to finish. They also need to establish the right-of-way, which will probably be next week. The project will be starting soon.

3. *ASSESSOR UPDATE/AMAR/BOR:* Rankin spoke on behalf of the City Assessor Bob Naumann. The Board of Review went well. SEV and taxable values have gone up and the AMAR audit was in February. The City met all of the requirements except for one, which is how do you canvas the personal property. The correct answer is that the assessor needs to drive around the city on January 1st at 12 a.m. and canvas the personal property to determine where things are at.

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

March 21, 2019

The assessor is going to send a correction letter to the State Treasurer that will fulfill the requirement.

REPORTS

1. *FIRE & POLICE DEPARTMENT REPORTS: On file at city office.* Bigelow asked the attorney about the eight misdemeanor arrests. The attorney said they were from driving on a suspended license to traffic matters and domestic violence.

2. *SAFEBUILT INSPECTION SERVICES:* Bigelow asked what is being done at McDonald's. The paperwork did not specify. Rush thinks it is for re-roofing.

PUBLIC COMMENTS: Montrose Township resident Gary Smith asked what the process is to donate property to the city to allow additional access to Blueberry Park. He was told Neil and the city attorney would help him with that.

MATTERS OF COUNCIL ACTION

1. *APPROVAL OF 2/13/19 SPECIAL MEETING MINUTES:*

- **MOTION** by Gross **SECOND** by Richard to approve the February 13, 2019 special meeting minutes as presented. All Ayes. Motion Carried.

2. *APPROVAL OF 2/21/19 REGULAR MEETING MINUTES:*

- **MOTION** by Richard **SECOND** by Heslop to approve the February 21, 2019 regular meeting minutes as presented. All Ayes. Motion Carried.

3. *APPROVAL OF CHECK REGISTER & TREASURER REPORT:*

- **MOTION** by Richard **SECOND** by Sanborn to approve the bills as submitted. Roll Call Vote: Heslop – Aye, Gross – Aye, Sanborn – Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

4. *RESOLUTION RE: ADOPTION OF LOCAL PAVEMENT WARRANTY PROGRAM:* Rankin said the Michigan Legislature created a requirement for all local road agencies in Michigan to adopt a Local Pavement Warranty Program that meets the guidelines and standards of the Michigan Department of Transportation (MDOT). The warranty program must be adopted state-wide by all municipalities by September 18, 2019. The warranty program is somewhat ludicrous for small communities like Montrose as it is highly unlikely and almost assuredly improbable that the city will ever have a road project wherein the asphalt or pavement costs alone will exceed \$2M.

- **MOTION** by Richard **SECOND** by Gross to adopt Resolution 05-2019 Local Pavement Warranty Program. Roll Call Vote: Bigelow – Aye, Heslop – Aye, Sanborn – Aye, Gross – Aye, Richard – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

March 21, 2019

5. RESOLUTION RE: ADOPTION TO IMPLEMENT LOCAL PAVEMENT WARRANTY PROGRAM:

- **MOTION** by Gross **SECOND** by Sanborn to adopt Resolution 06-2019 as presented. Roll Call Vote: Gross – Aye, Heslop – Aye, Sanborn – Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

6. *LARKO'S LAWN CARE & LANDSCAPING LLC CONTRACT FOR MOWING*: Rankin said the city has been using Larko's for the last three years for code enforcement mowing. The first agreement had two one year extensions and is now expired. He spoke with Mike Larko and Mike was comfortable with the current arrangement and price. Rankin feels this has worked out well as they are able to address the properties quickly and this is saving the DPW time and wear and tear on the equipment while allowing them to focus on other things such as crack sealing and road repair. Larko's documents each property they mow before and after and Janet has been handling the invoicing. Last year, there were 24 mowings invoiced to the city in the amount of \$2326.80 and billed to the properties in the amount of \$3600. Fortunately, the properties were small in size. I think this arrangement works well with our DPW and code enforcement operation.

Sanborn pointed out a spelling error on page two, last paragraph, contractor has two c's. Mayor Brown asked Neil to please make a note to change lawn mowing service to be \$150 or cost. Rankin said this needs to be brought up at the next meeting to decide which direction council would like to go on this.

- **MOTION** by Gross **SECOND** by Richard to approve Larko's contract as presented. Roll Call Vote: Richard – Aye, Sanborn – Aye, Gross – Aye, Bigelow – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

7. *RESOLUTION RE: ADOPTION OF BLUEBERRY PARK IMPROVEMENTS MNRTF*: Rankin said he is reapplying this year for the same grant he had applied for last year. He has updated the resolution and will be submitting everything before April 1st. He has additional letters of recommendations and hope the second time around the city might get selected for funding. Rankin also said The Jennings Foundation awarded the city \$20,000 toward improvements for Blueberry Park.

- **MOTION** by Gross **SECOND** by Bigelow to adopt the resolution for the local matching funds for the Blueberry Park Improvement project. Roll Call Vote: Richard – Aye, Bigelow – Aye, Sanborn – Aye, Gross – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

8. *CITY NOTARY SERVICES PROPOSAL*: Rankin said the city receives a number of requests and inquiries about notary services. This is something the city currently doesn't provide other than for in house work. This is a service many cities offer. The state allows to charge up to \$10.00 per document that needs to be notarized. Janet Loomis has provided some information on this as she seeks to renew her notary status. If council is willing to reimburse her costs, she would be willing to provide the service and we would be able to charge \$10.00 per document. He spoke with Mr. Bigelow earlier and they spoke about doing a two tier system, in which it is \$10.00 for non residents and \$7.00 for residents.

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

March 21, 2019

- **MOTION** by Richard **SECOND** by Sanborn for the City to reimburse Ms. Loomis up to \$143.95 for keeping her notary and bond current for as long as she is employed. Roll Call Vote: Heslop – Aye, Sanborn – Aye, Richard – Aye, Bigelow – Aye, Gross – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
- **MOTION** by Richard **SECOND** by Bigelow to add to the fee schedule for city residents to pay \$5.00 and for non city residents to pay \$7.00 per document for notary services. Roll Call Vote: Bigelow – Aye, Gross – Aye, Sanborn – Aye, Richard – Aye, Heslop– Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

PUBLIC COMMENTS: NONE

REPORTS FROM BOARDS & COMMISSIONS:

DOWNTOWN DEVELOPMENT AUTHORITY BOARD: NONE

GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION: Mayor Brown said the meeting was held in Flushing and various services offered through the Genesee County Library were discussed.

GENESEE COUNTY WATER AND WASTE SERVICE'S ADVISORY COMMITTEE: NONE

GENESEE COUNTY METROPOLITAN ALLIANCE: Richard said the \$3 million grant was discussed. There was discussion about the tax gas increasing.

PLANNING BOARD: Rankin said the rental property ordinance was discussed and Planning is getting ready to bring the ordinance to council in April.

911 CONSORTIUM: NONE

ZONING BOARD OF APPEALS: NONE

REPORTS FROM CITY MANAGER AND CITY ATTORNEY:

CITY MANAGER: On March 11th we had a tree fall in Lions Park that took out a light. Sam was able to get that cleaned up and we are submitting an insurance claim to get it replaced. I just got the quote today and hopefully will have it fixed in a few weeks. I met on March 12th with a Master Arborist (I had contacted him a few weeks ago) to get an evaluation on Lions Park and help to develop a plan for tree maintenance elsewhere in town. The plan is to meet again on May 6th when things begin to leaf out to identify trees and create a plan. The City had the winning bid on the Dump/Plow truck- \$30,200. I will have it outside city offices on Thursday so you can see what the winning bid looks like.

Gross wants on next month's meeting agenda to discuss the boards budget for attending meetings and seminars.

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

March 21, 2019

CITY ATTORNEY: Stout wanted to comment on how Neil has been going after code violations in the city and is doing a good job with that.

MAYOR AND COUNCIL COMMENTS: Sanborn spoke about State Street going south to the intersection, is there a left hand turn lane to go west onto State Street or is it a straight lane and a right turn lane to go east onto State Street. This needs to be striped. She wanted to let the board be aware she has trainings coming up this summer. She will not be at the August meeting and is going to try to be at the July meeting, but there is a conference that week as well. Richard said training went well. He said he owed Tina an apology about how he spoke to her about his absences at the last meeting. Heslop said the training he went to was very informative. Mayor Brown said there is a Genesee County home improvement program. Anyone who owns their home and is current on their property taxes can qualify for some of it. The loans are usually zero percent interest with it being repaid when the house is sold. She went to the MML Capital Convention this week. She completed the Elected Officials Academy Level 1 and was recognized at the conference. She also spoke about civility and discourse and you can disagree but still be civil. She appreciates the council and how everyone has always been civil when they disagree. She hopes they continue along that path.

COMMUNICATIONS TO THE COUNCIL: *On File at City Office.*

ADJOURNMENT

- **MOTION** by Richard **SECOND** by Bigelow to adjourn. All Ayes. Motion Carried.

Mayor Brown adjourned the meeting at 8:19 p.m.

Prepared by City Treasurer, Chrystal Raible