

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

April 19, 2018

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 141 Parkway Drive, Montrose.

ROLL CALL: Present Council Members were Mayor Colleen Brown, Christy Sanborn, Robert Arnold, Mark Richard, and Tom Bigelow. Also present were City Manager Neil Rankin, City Clerk Christina Rush, City Attorney Otis Stout, and 6 citizens. Members Eldon Dunklee and Debbie Gross were recorded as absent.

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

CITIZEN OF THE MONTH:

1. *THE MONTH OF APRIL 2018, JAMES PRESTON.* Mr. Preston was unable to attend due to being out of town.

2. *CHOOSE A CITIZEN OF THE MONTH FOR JUNE (May is Montrose School Bus Drivers)*
There were no selections for June.

PUBLIC HEARINGS: NONE

PRESENTATIONS: KAREGNONDI WATER AUTHORITY (KWA)

Rankin announced that Drain Commissioner Jeff Wright was unable to attend due to an illness. Mr. Wright will attend the May meeting.

Jason Kenyon from Wade Trim announced that city engineer Andrew Bisaha has left Wade Trim for advancement and introduced Kevin Cook who will be taking over for Bisaha.

REPORTS

1. *FIRE & POLICE DEPARTMENT REPORTS: On file at city office*

2. *SAFEBUILT INSPECTION SERVICES: On file at city office*

PUBLIC COMMENTS: City property owner Dave Walker complained about standing water in his ditch and asked who was going to be inspecting the project now that Andrew Bisaha is no longer working for Wade Trim. Carolyn Birchmeier from the Twin Township Ambulance Service said she is still working with her attorney and the Bureau of Elections on a local ballot proposal.

MATTERS OF COUNCIL ACTION:

1. *APPROVAL OF 03/15/18 REGULAR MEETING MINUTES*

- **MOTION** by Richard **SECOND** by Bigelow to approve the March 15, 2018 regular meeting minutes as presented. All Ayes. Motion Carried.

2. *APPROVAL OF CHECK REGISTER & TREASURER REPORT*

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

April 19, 2018

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

3. *SET PUBLIC HEARING DATE RE: ALFRED STREET PROJECT ASSESSMENT*: Rankin reported that last May the Michigan Dept. of Transportation finally closed out the Alfred Street Project, unfortunately the City did not receive this information until after, leaving no time to implement the special assessment process for FY17/18. Since the city only levies taxes in July we were left waiting until now. There is no time frame on the special assessment process between hearings, notice and actual levy. I have included the final special assessment which has been reviewed and approved by our assessor, engineer and treasurer and received by the clerk as prescribed.

- **MOTION** by Richard **SECOND** by Sanborn to set the public hearing for the next council meeting May 17, 2018, have a public hearing pertaining to the special assessment on Alfred Street at this building, at this location, and the meeting starts at 7:00. All Ayes. Motion Carried.

4. *2017/2018 FISCAL YEAR BUDGET AMENDMENTS*: Rankin reported that in the packet there are budget adjustments that need to be made. One of the adjustments made was that of the water/sewer fund paying the DDA Bond down. The other significant item is the purchase of the new building and moving expenditures.

- **MOTION** by Bigelow **SECOND** by Arnold to approve the budget amendments. Roll Call Vote: Richard – No, Sanborn – Aye, Arnold – Aye, Bigelow – Aye, and Mayor Brown - Aye. Four (4) Ayes. One (1) Nay. Motion Carried.

Rankin reported that staff is currently obtaining quotes for a new phone system as what we have here is just as old of system in the new building. We would like a system that converts voicemail to email so that staff may retrieve messages at any time. Also, the furniture here is in such poor condition that it should be either be disposed of or auctioned off. The timeline for moving would be by June 1st. This would be to change the location of the voting precinct and of course have the records moved by then as well. Rankin also mentioned that IT Right will be coming on-site next Tuesday to advise what the city needs for the new building. Mayor Brown offered her expertise with telecom systems.

- **MOTION** by Arnold **SECOND** by Bigelow to authorize the city manager to spend up to twenty seven thousand dollars and no cents, (\$27,000.00) for moving expenses. Roll Call Vote: Sanborn – Aye, Richard – No, Arnold – Aye, Bigelow – Aye, and Mayor Brown – Aye. Four (4) Ayes. One (1) Nay. Motion Carried.

- **MOTION** by Richard **SECOND** by Bigelow to add discussion of Chamber of Commerce and The Depot as agenda item #6. All Ayes. Motion Carried.

5. *DISCUSSION DIRECTION OF PURCHASING 120 GROVER STREET*: Mayor Brown reported that the property owner is still willing to donate the property to the city. The house burned down in 2015 and was never rebuilt. There is a garage on the property. Someone asked if there is power running to the garage and Brown replied that it would not be necessary. Stout

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

April 19, 2018

recommended a title search and asked if according to the Residential Code if just a garage is allowable on property located within the city. Rankin said that the property owner, Daniel Alderman, is looking to donate the garage and property. It is adjacent to the community garden property. Rankin is not sure of the condition of the garage and would recommend the city building inspector to look at it before taking possession if council wishes to do so. Also, there may be parties interested in combining the lot if we offered it to the surrounding property owners.

- **MOTION** by Richard **SECOND** by Sanborn to approve the city taking over the property at 120 Grover Street pending an inspection from SAFEbuilt. Roll Call Vote: Bigelow – Aye, Sanborn – Aye, Richard – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

6. *CHAMBER OF COMMERCE & THE DEPOT*: Mayor Brown announced that the Chamber of Commerce received notification that they are officially an active Chamber again. The Chamber would like to utilize the Depot for their meetings which will be the 1st Tuesday of the month through the 2018 calendar year.

- **MOTION** by Richard **SECOND** by Arnold that we allow them to use the Depot first Tuesday of the month free of charge. All Ayes. Motion Carried.

PUBLIC COMMENTS: NONE.

REPORTS FROM BOARDS & COMMISSIONS:

DOWNTOWN DEVELOPMENT AUTHORITY BOARD: Mayor Brown reported that the DDA actually had a quorum for the first time in the past 3 meetings. The DDA approved the 2 mills pending numbers supplied by the city manager and will be on the next city agenda for approval. The DDA also discussed sending letters to the members not attending and will discuss lowering the member numbers to enhance getting a quorum for future meetings.

GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION: The City hosted the Small Cities & Village Association meeting on April 4th. The Speaker was the Director of the Genesee District Library David Conklin. Mayor Brown shared that the Genesee County District, is the largest consortium in the State of Michigan and also provides services for sight impaired and homebound by mailing library supplies. Members also mentioned how the Montrose library will be hosting Yoga classes soon

.. Representative Pam Ferris also attended.

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

GENESEE COUNTY METROPOLITAN ALLIANCE: *On file at city office*

PLANNING BOARD: Richard said that the Planning Board is discussing updating the Master Plan specifically complying with LARA and updating the transportation component. The Planning Board also requested information on the rights of Cities, Villages and Townships.

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

April 19, 2018

911 CONSORTIUM: On file at city office

ZONING BOARD OF APPEALS: NONE (2 members are still needed for a quorum).

Rush announced that 2 members are desperately needed for the Tax Board of Review. The two recent appointments have resigned. Rush heeded council on the necessity of having a quorum to conduct business. Discussion ensued on how many boards a member can serve on according to the charter. Arnold suggested a charter amendment to allow board members to serve on more than one paying board but have Stout research whether or not this is even allowable.

REPORTS FROM CITY MANAGER AND CITY ATTORNEY

CITY MANAGER: Rankin made note that Tuesday April 24, 2018 at 4:00 p.m. is the last day to file Non-Partisan Candidate Nominating Petitions and an Affidavit of Identity for the August 7, 2018 Primary Election, however, there will be no May election this year. Rankin also said that he will be working on a newsletter for the City to have out in May so if there is any information you or a community organization would like to share please let him know. Rankin also mentioned that code enforcement and blight letters are going out.

CITY ATTORNEY: Stout recommended a title search before obtaining 120 Grover Street and questioned whether or not the zoning would allow only a garage on the property. Mayor Brown mentioned that at the time of the fire at 120 Grover Street, the building inspectors could not find anything prohibiting it so that is why the garage still stands.

MAYOR AND COUNCIL COMMENTS: Bigelow asked if council would consider a public safety millage for police/fire and a school liaison and discussion ensued. It was suggested putting this item on the next city council meeting agenda. Arnold announced that June 9th the Chamber of Commerce will be hosting "Art in the Park". Artists who are not selling for profit are welcomed. Also, this weekend the Montrose Eagles are hosting a blind bag auction. Proceeds will go to scholarships for the kids in school. Richard said he agrees with Mr. Bigelow but does not want the City to flip the whole bill. Sanborn expressed concerns with vehicles flying down Saginaw Street and throughout the city limits because people know that there is no longer police patrols adding that it should be rectified. Mayor Brown invited anyone to attend the Veterans Support Group that meet the last Wednesday of each month at the Depot.

COMMUNICATIONS TO THE COUNCIL: *On file at city office*

ADJOURNMENT:

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

The meeting adjourned at 8:09 p.m.

Prepared by City Clerk Tina Rush and City Treasurer, Chrystal Raible