

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

May 16, 2017

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, Eldon Dunklee, (entered at 8:18 p.m.), Robert Arnold, Mark Richard, and Tom Bigelow. Also present were City Clerk Tina Rush, City Attorney Otis Stout, City Manager Neil Rankin, and **1** citizen. Members Christy Sanborn 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 MAY 2017, ERIC VANDEFIFER:* Council honored Eric Vandefifer for being named the Best Student Broadcaster nationally in the Network School Broadcast Program Awards and for representing the community in such a wonderful way.

2. *CHOOSE A CITIZEN OF THE MONTH FOR THE MONTH OF JUNE 2017:*

- **MOTION** by Bigelow **SECOND** by Richard to nominate Mr. Kitts as Citizen of the Month for the month of June. All Ayes. Motion Carried.

PUBLIC HEARINGS: (Public Comments/ Questions ONLY):

1. *ORDINANCE NO. 433 RE: AMENDMENT TO FIRE PREVENTION & OUTDOOR BURN ORDINACE:* Mayor Brown opened the public hearing at 7:05 pm. There were no public comments, only the press was present. Mayor Brown closed the public hearing and brought the regular meeting back to order at 7:06 p.m.

PRESENTATIONS: NONE

REPORTS

1. *POLICE & FIRE DEPARTMENT REPORTS: On file at city office* – Bigelow questioned why there were eight felony arrests and thirteen misdemeanor arrests for the month of April. Stout replied there were quite a few of driving while license suspended a control substance abuse arrest, and a few domestic violence situations.

2. *GEORGE BROWN INSPECTION SERVICES:* NONE

PUBLIC COMMENTS: NONE

MATTERS OF COUNCIL ACTION

1. *APPROVAL OF 04/27/2017 CITY COUNCIL REGULAR MEETING MINUTES:*

- **MOTION** by Richard **SECOND** by Arnold to approve the 04/27/2017 meeting minutes as presented. All Ayes. Motion Carried.

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2. *APPROVAL OF 05/09/17 CITY COUNCIL SPECIAL MEETING MINUTES:* Prior to voting Bigelow questioned the 80% of fees that was in SAFEbuilt's contract for their services. Rankin said it is supposed to be 100% of fees for their services as portrayed in the bid specs and during the special meeting, the contractor for SAFEbuilt misspoke because the amount on the contract was incorrect. The contractor contacted corporate in Colorado and was informed it should be written at 100% of fees collected for their services.

- **MOTION** by Bigelow **SECOND** by Richard to approve the 05/09/2017 special meeting minutes as presented. All Ayes. Motion Carried.

*Mayor Brown proposed to add item 10 to the agenda, Building Inspector Contract.

- **MOTION** by Arnold **SECOND** by Bigelow to make a motion. All Ayes. Motion Carried.

*Mayor Brown wanted to add item 11 to the agenda, Discussion Concerning City Parks and Ram Rocks.

- **MOTION** by Arnold **SECOND** by Bigelow to make that motion. All Ayes. Motion Carried.

3. *APPROVAL OF CHECK REGISTER/TREASURER REPORT & POSSIBLE HANDOUT:* Bigelow questioned the repair of storm sewer and sink hole at 110 E. State, as to whether this was the City's or the State's? Rankin replied this is the City's but will get reimbursed for it.

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

4. *ADOPTION OF ORDINANCE NO. 433 RE: AMENDMENT TO FIRE PREVENTION & OUTDOOR BURN ORDINANCE:*

- **MOTION** by Bigelow **SECOND** by Richard to adopt Ordinance No. 433 as presented. Roll Call Vote: Arnold – Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

5. *SET PUBLIC HEARING DATE FOR PROPOSED ORDINANCE NO. 434 RE: BUSINESS LICENSE:*

Bigelow commented there needs to be some additions and changes added. For the issuance of license, the City has no control over whether businesses have paid the proper fees, if they have any building or fire code violations, and the City has no say in what type of business they are putting in. This was the goal of the license to have the City have control over what types of businesses are coming in. Discussion ensued about what should be included on the business license, license fees, inspection fees, and a grace period for existing businesses. The fee to the City for paperwork is \$50. This will be waived if they apply within ninety (90) days from the date of the adoption of the ordinance for existing businesses only. The fee for the building/fire inspection is \$150.00. The license is a two (2) year license. All license renewal provided in this ordinance shall expire two (2) years following the date of issuance.

- **MOTION** by Arnold **SECOND** by Bigelow for the set fee schedule to be \$50.00 to the City. This fee will be waived if business applies within ninety (90) days of the date of adoption of the ordinance for existing businesses only. Set fee schedule to be \$150.00 for the building and fire inspections. Roll Call Vote: Arnold – Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown - Aye. All Ayes. Motion Carried.

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- **MOTION** by Richard **SECOND** by Arnold to have the public hearing with all the changes and amendments on June 22nd, 2017 for this ordinance on business license. Roll Call Vote: Richard – Aye, Bigelow – Aye, Arnold – Aye, and Mayor Brown - Aye. All Ayes. Motion Carried.

6. *DISCUSSION DIRECTION RE: CITY OWNED PROPERTY 250 OAK STREET*: Rankin said he put together a letter to send to the adjacent properties of 250 Oak Street offering the opportunity to submit a sealed bid to purchase 250 Oak Street.

- **MOTION** by Bigelow **SECOND** by Richard that our City Manager mail these to the adjacent property owners. All Ayes. Motion Carried.

7. *RE-APPOINTMENT(S) TO THE BOARD OF REVIEW*: Mayor Brown recommended re-appointing Warren Edwards and Ray Foust.

- **MOTION** by Richard **SECOND** by Bigelow to re-appoint Mr. Edwards and Mr. Foust. All Ayes. Motion Carried.

8. *CHANGE AUGUST AND NOVEMBER COUNCIL MEETING DATES*: Rush asked council to change the council meeting dates for the month of August and November due to these being election months. Discussion ensued and it was decided to table any changes for August and November and have regular and voting months on the next agenda.

9. *SET DATE FOR 2017/2018 FY BUDGET WORKSHOP*: Rankin explained the date needs to be before July 1st. After discussion, it was decided to have the budget workshop June 1st at 7:00 pm with an additional tentative budget workshop for June 22nd at 6:00 p.m. if necessary.

- **MOTION** by Arnold **SECOND** by Richard to make that motion. All Ayes. Motion Carried.

10. *BUILDING INSPECTOR CONTRACT*: Mayor Brown asked if council would like to approve the corrected contract.

- **MOTION** by Arnold **SECOND** by Bigelow to make a motion to adopt the amended contract. Roll Call Vote: Richard – Aye, Arnold – Aye, Bigelow – Aye, and Mayor Brown – No. Three (3) Ayes and One (1) No. Motion Carried. Prior to roll call vote, Richard asked what the changes were. Mayor Brown explained at the special meeting, the building inspector brought a contract that said they would be paid 80% of the fees. This was incorrect. The contract should have read they receive 100% of the fees.

11. *ROCK PAINTING SESSION AT BARBARA PARK*: Mayor Brown would like to hold a rock painting session this Sunday. The township may let her use Barbara Park for free. If the township does not allow her to use Barbara Park for free, she would like council approval to use Lions Park for free.

- **MOTION** by Richard **SECOND** by Arnold if Barbara Park does not come through for the township that Lions Park be made available for free this Sunday from 3 to 6. All Ayes. Motion Carried.

PUBLIC COMMENTS: NONE.

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REPORTS FROM BOARDS & COMMISSIONS:

DOWNTOWN DEVELOPMENT AUTHORITY BOARD: NONE.

GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION: NONE.

GENESEE COUNTY WATER AND WASTE SERVICE'S ADVISORY COMMITTEE: Bigelow said meeting is tomorrow and will not be able to attend. They will be sending him the minutes and he will bring a copy to the office.

GENESEE COUNTY METROPOLITAN ALLIANCE: NONE.

PLANNING BOARD: NONE. Meeting cancelled due to lack of quorum.

911 CONSORTIUM: NONE.

ZONING BOARD OF APPEALS: NONE

REPORTS FROM CITY MANAGER AND CITY ATTORNEY

CITY MANAGER: The City Manager attended a certified grant administrator class in Lansing. The State DEQ is requiring an asset plan by January 1. He will be attending a two-day asset management plan workshop in Grand Rapids. The City newsletter will be going out to residents the next week or so.

*Council member Eldon Dunklee entered the meeting at 8:18 pm.

CITY ATTORNEY: NONE.

MAYOR AND COUNCIL COMMENTS: Arnold said the meeting with the group to lure businesses to Montrose realized this is the job of a type of commerce. So they have decided to form a type of commerce. They will be meeting the 22nd to form the Chamber of Commerce. Richard said he was at OTI last week in Chicago, and spoke with a man from Colorado. Richard asked him about the marijuana facilities and the odors from them. He told Richard there will be an odor from it. They do make a lot of money from it. Bigelow said Saturday, June 10th from 8:00 to 2:00 is the Kid's Fishing Derby at Barbara Park. This is a free event. Bigelow requested Rankin to have the DPW do a full meter test on the hydrants. Mayor Brown said if you are on Facebook feel free to check out 'Ram Rocks Montrose Michigan'. If you're out and about the community, keep your eye out for cute little painted rocks. This Monday is tire pickup day, so put your tires out without the rims. Rankin asked to please let the office know if anyone is throwing away any hazardous waste in dumpsters.

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

ADJOURNMENT

Mayor Brown adjourned the meeting at 8:32 p.m.

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Prepared by City Deputy Clerk/City Treasurer, Chrystal Raible