

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

June 17, 2021

CALL TO ORDER: Mayor Colleen Brown called the regular Council meeting to order at 7:00 p.m. The meeting was held via meet.google.com/boi-jhxd-spu Join by phone (US) +1 617-675-4444 PIN: 336 689 703 8067#

ROLL CALL: Present Council Members were Mayor Colleen Brown – Montrose MI, Robert Arnold – Montrose MI, Mark Richard – Montrose MI, (joined the meeting at 7:02 p.m.), Tom Bigelow – Montrose MI, Ryan Heslop – Port Huron MI, Aaron Burch – Montrose MI, and Andrea Martin – Montrose MI, (joined the meeting at 7:03 p.m.). Also present were City Manager Neil Rankin, City Attorney Otis Stout, and 3 citizens.

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

CITIZEN OF THE MONTH:

1. *THE MONTH OF JUNE 2021, STEVE BEDTELYON & FAMILY:* Council honored the Bedtelyon Family for picking up trash throughout the community during their daily walks.

2. *CHOOSE A CITIZEN OF THE MONTH FOR THE MONTH OF JULY:* Rankin suggested Ethan Andres. Ethan works during Blueberry Festivals and stayed the full day helping The Montrose Porch Project during their recent community wide cleanup.

- **MOTION** by Arnold **SECOND** by Burch that Ethan be our next Citizen of the Month. Roll Call Vote: Arnold – Aye, Burch – Aye, Heslop – Aye, Bigelow – Aye, Martin – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

PUBLIC HEARINGS: NONE

PRESENTATIONS: NONE

REPORTS

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

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

3. *HYDRO-CORP INSPECTION SERVICES:* On file at city office.

4. *RENTAL PROPERTY INSPECTIONS:* Currently scheduling appointments.

PUBLIC COMMENTS: Resident Cody Fry requested a discount for his water bill. Mayor Brown said it will be on the agenda to discuss.

MATTERS OF COUNCIL ACTION:

Mayor Brown requested an item be placed onto tonight's agenda; discussion of the water credits due to construction.

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- **MOTION** by Burch **SECOND** by Arnold that we add a topic of discussion onto the agenda for water credits due to construction. Roll Call Vote: Bigelow – Aye, Martin – Aye, Arnold – Aye, Burch – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

1. ***APPROVAL OF THE 05/20/21 REGULAR MEETING MINUTES:*** Rankin mentioned that Rush emailed a revised copy of the meeting minutes today which included 2 corrections, the addition of 2 council members names who seconded motions for items No. 4 & No. 13.
 - **MOTION** by Burch **SECOND** by Arnold proposed that we accept the amended meeting minutes from 05/20/2021. Roll Call Vote: Martin – Aye, Heslop – Aye, Arnold – Aye, Bigelow – Aye, Burch – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

There was a short lapse in the meeting as Rankin re-emailed Member Bigelow the packet and the Mayor assisted Member Richard to connect on his council laptop instead of via telephone.

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

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

3. ***BUDGET AMENDMENTS 3:*** Rankin said as he mentioned earlier in today's budget workshop some of the reasons for the amendments are due to paying off the USDA loan, street sweeper maintenance, and playground equipment purchased for Blueberry Park along with the Fleis and Vandenbrink invoice, which both of these 2 items will eventually be paid back through CDBG funds. Mayor Brown asked for confirmation if these are year-end budget amendments to reflect our actual expenses and Rankin replied yes.

- **MOTION** by Heslop **SECOND** by Arnold that we approve budget amendment No. 3. Roll Call Vote: Bigelow – Aye, Heslop – Aye, Martin – Aye, Burch – Aye, Richard – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

4. ***APPROVAL OF DDA REQUEST TO LEVY 1.9386 MILL RESOLUTION:*** Rankin reiterated from speaking earlier during tonight's budget workshop that the 2020-21 DDA budget will see a third-year increase on the revenue side as the tax capture will increase an estimated \$650 or over the end of FY2020. The DDA had 1.9804 mill levy last year and it generated \$11,474 and the DDA ends the year with a fund balance of \$76,788. It will generate \$12,120 in FY 2021. The police millage will generate roughly \$6000 for the DDA, however that capture has been earmarked for police services that would be a transfer in/transfer out. The decision by the DDA Members and City Council to enter into an interfund loan agreement also was another wise financial decision to spread the 2006 DDA Bond payments over the next seven years. The savings alone on interest will be \$2,897. Appropriations for the DDA will be in the amount of \$53,933. The DDA will continue to repay the interfund loan until 2024 at an annual amount of \$20,222.47.

- **MOTION** by Richard **SECOND** by Burch to levy the 1.9386 mills FL-4029. Roll Call Vote: Burch – Aye, Heslop – Aye, Arnold – Aye, Martin – Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown – Aye. Motion Carried.

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5. APPROVAL OF THE 2020/2021 CITY OF MONTROSE BUDGET RESOLUTION:

- **MOTION** by Martin **SECOND** by Richard to approve the Budget for next year. Roll Call Vote: Arnold – Aye, Richard – Aye, Martin – Aye, Bigelow – Aye, Heslop – Aye, Burch – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

6. **DISCUSSION/DIRECTION MOSQUITO ABATEMENT RFP:** The City had only one RFP for Mosquito Abatement that was from APM Mosquito Control. The 3-year deal would be \$30,000 per year and a 3% for year 4 and 5. That would be \$30,900 for year four and \$31,800 for the final year. The City would need to levy \$45 assessment on the 697/698 parcels that are in the city to recover this expense. The City could either agree to a fifth-year option with Rose Pest Solution of \$26,694. Or enter into a new three-year contract with APM at \$30,000. Either way, the next assessment will need to be \$45 per parcel or could possibly go with a mosquito millage. Bigelow questioned if council approved this contract and the assessment is voted down, is the city still locked in with this contract and Rankin replied no, the city can always choose to terminate the contract with a 30-day notice. Burch questioned how long the pricing quote is good for and discussion ensued on locking in the contract for the pricing.

- **MOTION** by Arnold **SECOND** by Richard to accept the RFP from the company, the only company that actually gave us an RFP, I see no sense in waiting anymore for a possible second one that probably won't materialize, in the meantime we could end up with a price that's different, I don't see any reason not to move on. Roll Call Vote: Richard – Aye, Bigelow – Aye, Burch – Aye, Heslop – Aye, Martin – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
- **MOTION** by Bigelow **SECOND** by Arnold that we'll place this Mosquito millage on the November ballot. Roll Call Vote: Heslop – Aye, Arnold – Aye, Martin – Aye, Richard – Aye, Bigelow – Aye, Burch – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

7. **DISCUSSION/DIRECTION CDBG PLAYGROUND EQUIPMENT:** The new ADA merry-go round has been installed. To utilize the \$3,745 CDBG funds still available, (\$33,280 and \$29,535 already spent), I solicited bids for just swing set replacement. Dividing up the project would allow the city to do the install and avoid additional steps of publishing, opening bids and sending tabulations. MidStates Recreation was the lowest price for a two-bay single post swing replacement. This would include one toddler and an ADA seat and two belt seats for \$3,224.23. The remaining balance would go towards DPW wages/equipment.

- **MOTION** by Arnold **SECOND** by Martin that we direct Neil to pick up and buy the playground equipment from MidStates Recreation. Roll Call Vote: Bigelow – Aye, Burch – Aye, Martin – Aye, Heslop – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried. NOTE: Richard was momentarily disconnected during the roll call vote.

8. DISCUSSION/DIRECTION COMMUNITY EVENT APPLICATION BLUEBERRY FESTIVAL:

- **MOTION** by Arnold **SECOND** by Martin that we approve the Blueberry Festival application. Roll Call Vote: Martin – Aye, Richard – Aye, Burch – Aye, Arnold – Aye, Heslop – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

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9. *DISCUSSION/DIRECTION COMMUNITY EVENT APPLICATION CAR SHOW*: Rankin related that the Historical Museum is wanting to hold a car show July 16th.

- **MOTION** by Arnold **SECOND** by Richard that we approve the application for the Historical Society car show. Roll Call Vote: Arnold – Aye, Martin – Aye, Heslop – Aye, Richard – Aye, Burch – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

10. *DISCUSSION/DIRECTION MOWING/LARKO' S LAWN CARE & LANDSCAPING CONTRACT*: Rankin conveyed that this is simply a one-year renewal of the current contract with Larko's for mowing of non-compliant city lots.

- **MOTION** by Arnold **SECOND** by Richard that we approve the contract with Larko's Lawncare and Landscaping. Roll Call Vote: Bigelow – Aye, Martin – Aye, Richard – Aye, Burch – Aye, Arnold – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

11. *RE-APPOINTMENT TO THE TAX BOARD OF REVIEW*: Mayor Brown recommended the re-appointments of Robert Urmetz and Judy Shanks to the Board of Review.

- **MOTION** by Richard **SECOND** by Arnold to re-appointment Robert Urmetz and Judy Shanks to the Board of Review. Roll Call Vote: Richard – Aye, Heslop – Aye, Bigelow – Aye, Martin – Aye, Burch – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

12. *APPROVAL/DISAPPROVAL COUNCIL MEMBER TOM BIGELOW'S ABSENCE AT THE MAY 20, 2021 CITY COUNCIL MEETING*:

- **MOTION** by Richard **SECOND** by Burch to approve council member Bigelow's absence for the May 20th 2021 for cause. Roll Call Vote: Burch – Aye, Heslop – Aye, Richard – Aye, Martin – Aye, Arnold – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

Rankin reminded council of the additional agenda item emailed to them the day before, agenda item No. 14.

13. *DISCUSSION/DIRECTION WATER BILL CREDITS DUE TO CONSTRUCTION*: Mayor Brown explained that when the secondary water line was installed, customers affected by the construction experienced cloudy/dirty water. When the DPW contacted Genesee County regarding the issue, Genesee County did not come back out but recommended the city flush hydrants which took place for 8 hours on Sunday. The cloudy water was of no health concern, however, some of the customers that ran their water until it ran clear, complained about having to pay for this usage. Mayor Brown said she asked those who messaged her on Facebook to document the date and time and after they receive their water bill, council could address the issue as there is no current standard procedure for issuing a water credit. Rankin explained that the current utility billing program reads daily how much usage there is, so the city would just need to calculate the average usage from the prior month in comparison to the current month

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of when the incident happened. Members expressed concerns with the County charging the city for this water/sewer usage waste.

- **MOTION** by Richard **SECOND** by Bigelow that any request received in writing by July 30th will be considered for a credit and add this notice onto the water bills. Roll Call Vote: Bigelow – Aye, Heslop – Aye, Arnold – Aye, Burch – Aye, Martin – Aye, Richard – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

14. DISCUSSION/DIRECTION PURCHASE OF ORION SE GATEWAY/BADGER METER: Rankin explained since the city relocated in 2018 there have been issues with intermittently water meter reads. The DPW have done several tasks to pinpoint the problem by replacing meters, end points, and transmitters at the problem locations, and we believe the problem is the gateway. The gateway is located on top of the tower which pulls in the water meter readings and is almost 10 years and could have been struck by lightning, we are not sure, however, it causes the utility billing clerk to estimate. The cost is \$6,037.00 and we would like to order this as soon as possible. We use to have a server; we now have I-Cloud. Bigelow questioned the warranty on it and Rankin conveyed that in the past we had a product care plan but council voted not to spend the money for it because it was not being utilized. This would have a 2-year warranty.

- **MOTION** by Richard **SECOND** by Arnold for the replacement of the Gateway in the amount of \$6,037.00. Roll Call Vote: Heslop – Aye, Richard – Aye, Arnold – Aye, Bigelow – Aye, Martin – Aye, Burch – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

Mayor Brown asked Rankin if more sidewalks need to be addressed and Rankin conveyed that there are sidewalks throughout the community that need grinding.

Council member Arnold and Richard requested council go back to in-person meetings.

Prior to the roll call vote council member Burch stated that he will not be able to attend next month's meeting due to being recalled to active duty.

- **MOTION** by Richard **SECOND** by Arnold that starting in July we meet in person once again for council meetings. Roll Call Vote: Burch – Aye, Martin – Aye, Bigelow – Aye, Arnold – Aye, Richard – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

PUBLIC COMMENTS: Citizen Cody Fry asked for clarification on the process for reimbursement on his water/sewer usage and Mayor Brown explained that he must put it in writing and submit it to the City Office by July 30th.

REPORTS FROM BOARDS & COMMISSIONS:

DOWNTOWN DEVELOPMENT AUTHORITY BOARD: Rankin reported that the DDA adopted the budget and the millage request. Mayor Brown reported on the recent movie event sponsored by the Chamber of Commerce and the DDA. Approximately 50 people were present. Montrose Porch Project sold refreshments. Yesterday in Blueberry Park there was a small memorial dedication in honor of former DDA Chairperson Kathleen Swart.

ELECTION COMMISSION: NONE

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GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION: Mayor Brown said the association met in person for the first time, in Linden. Speakers were Sheriff Chris Swanson and Derrick ____ from Genesee County.

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

GENESEE COUNTY METROPOLITAN ALLIANCE: Richard said they spoke on Covid relief funds.

PLANNING BOARD: NONE

911 CONSORTIUM: NONE

ZONING BOARD OF APPEALS: Arnold reported that the board approved a variance for the property located at 171 N. Genesee Street.

REPORTS FROM CITY MANAGER AND CITY ATTORNEY:

CITY MANAGER: Rankin read aloud his report; DPW will be removing dead trees from Lion's. These trees are facing a few issues including compaction, fungus and weather conditions such as wet soil. The city would benefit working with an arborist to identify future trees that would be ideal for the park. Burch recommended replacing the trees with fruit trees. Rankin continued saying MERS Actuarial has had the funding increase to 82% funded level in 2020. This is good news as it means the return on investments are performing and will allow the city to take out bonds at a better rate. The DDA will be putting on another movie, Apollo 13 will be shown at the Depot on July 9th. Hope to see you there!

CITY ATTORNEY: NONE

MAYOR AND COUNCIL COMMENTS: Arnold announced that the library each week has a raffle for a book, this week is a book by Sarah Moss. Richard complained about recycling not being picked up and thanked Burch for his service. Mayor Brown explained that she has been in touch with Republic and they are still having employment issues but are working diligently to fulfill these services. Burch thanked Richard for his support and said he will be at training from July 11th through July 25th. Mayor Brown announced the next movie night is July 9th at the Depot, Apollo 13. Montrose Porch Project is working on a future cleanup before Blueberry Festival. Rankin announced that NEP Grant Applications are due Wednesday July 7th at noon.

COMMUNICATIONS TO THE COUNCIL: NONE

ADJOURNMENT:

Mayor Brown adjourned the meeting at 8:38 p.m.
Prepared by City Clerk, Tina Rush