

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

June 22, 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, Christy Sanborn, Robert Arnold, Mark Richard, and Tom Bigelow. Also present were Deputy City Clerk/Treasurer Chrystal Raible, City Attorney Otis Stout, City Manager Neil Rankin and 3 citizens. Members Eldon Dunklee and Debbie Gross were recorded as absent.

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

*Member Mark Richard arrived after the Pledge of Allegiance at 7:01 p.m.

CITIZEN OF THE MONTH

1. *THE CITIZEN OF THE MONTH FOR JUNE 2017, MR. JAMES KITTS:* Mayor Brown said council nominated James Kitts for his part in the high school media class, which has won some awards this year.
2. *CHOOSE A CITIZEN OF THE MONTH FOR THE MONTH OF JULY 2017*
 - **MOTION** by Richard **SECOND** by Sanborn to nominate Christina Rush as Citizen of the Month for the month of July. All Ayes. Motion Carried.

PUBLIC HEARINGS:

1. *JULY 1, 2017 – JUNE 30, 2018 FISCAL YEAR BUDGET AND PROPERTY TAX MILLAGE RATE LEVY* Mayor Brown opened the public hearing at 7:04 p.m. entertaining questions and/or comments from the public but there were none. Mayor Brown closed the public hearing at 7:04 p.m.
2. *PROPOSED ORDINANCE NO. 434 RE: GENERAL BUSINESS LICENSE:* Mayor Brown opened for public comments. There were no public comments. Mayor Brown closed the public comments session.

PRESENTATIONS: NONE.

REPORTS

1. *POLICE & FIRE DEPARTMENT REPORTS:* On file at city office
2. *SAFEBUILT INSPECTION SERVICES:* On file at city office.

PUBLIC COMMENT ON AGENDA ITEMS: Citizen Dave Walker questioned when they would start ditching along Elizabeth Street and when Carlann Street will receive chloride.

MATTERS OF COUNCIL ACTION

1. *APPROVAL OF 5/16/17 REGULAR MEETING MINUTES*

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- **MOTION** by Richard **SECOND** by Bigelow to approve the 5/16/17 Meeting Minutes. All Ayes. Motion Carried.

2. APPROVAL OF 6/01/17 SPECIAL BUDGET WORKSHOP MEETING MINUTES:

- **MOTION** by Richard **SECOND** by Arnold to approve the 6/01/17 Special Budget Workshop Meeting Minutes. All Ayes. Motion Carried.

3. APPROVAL OF CHECK REGISTER/TREASURER REPORT:

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

4. RESOLUTION RE: REQUEST TO CITY COUNCIL TO LEVY 2 MILLS WITHIN DDA DISTRICT AND APPROVAL OF DDA'S L-4029: Rankin explained at the DDA meeting it was addressed there will be a shortfall at the end of next fiscal year. If the DDA does nothing by the end of the year they will only have \$2,000 in their fund balance. Therefore, the DDA decided to make the motion to levy 2 mills on DDA properties in the DDA district. This levy will raise the DDA's funds by \$11,000. This will help in making the bond payment. If things improve, the levy can be reduced to 1 mill in future years.

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

5. RESOLUTION RE: ADOPTION OF THE JULY 1, 2017 – JUNE 30, 2018 FISCAL YEAR BUDGET AND PROPERTY TAX MILLAGE RATE LEVY: Rankin said nothing has changed from last year to this year for the overall tax levy. The overall budget since the budget workshop has not changed except for the DDA's budgeted revenue. Mayor Brown said the millage rate has not changed and is still 17.1776.

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

6. DISCUSSION DIRECTION RE: CITY OWNED PROPERTY 250 OAK STREET: Rankin said he had put the offer out to the surrounding houses and businesses and did not get any response. Rankin recommends putting it on the website and in the Tri-County Newspaper. Mayor Brown asked if there could be a stipulation on the sale to have the house demolished or brought up to code within a certain amount of time. Rankin said there is a timeframe of ninety (90) days to do something with the house after purchase. Rankin said he could have a purchase agreement with the condition the purchaser has to have a plan on what to do with the house; either bring it up to code or have it demolished.

- **MOTION** by Richard **SECOND** Bigelow by to advertise at the City Manager's pleasure within reason and to put reasonable stipulations for either rehabilitation or demolition of the building on that property. Roll Call Vote: Arnold – Aye, Richard – Aye, Sanborn – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

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7. *ADOPTION OF ORDINANCE NO. 434 RE: BUSINESS LICENSE ORDINANCE*: Rankin said with the direction from the last council meeting there were a few changes made. Bigelow questioned that the Regulations (E) section should read 'follow city, state, and federal laws'. The ordinance only states 'city and state'. Mayor Brown said they decided to remove federal from this part in case if council decides to move forward with the medical marijuana and if federal law is included in the ordinance there could be issues. Sanborn said this section should also include 'City Ordinances and State Laws'. Otis said it should also include 'County Laws' as well. Council discussed the effective date for the license. Council decided the effective date will be October 1st with a ninety (90) day grace period.

- **MOTION** by Arnold **SECOND** by Richard to Adopt ordinance as written with aforementioned changes of adding county with an effective date of October 1st. Roll Call Vote: Richard – Aye, Bigelow – Aye, Sanborn – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

8. *RFP FOR MOSQUITO ABATEMENT*: Rankin put together a RFP for mosquito abatement with a fourth and fifth year renewal option. Mayor Brown questioned if the RFP covers through the entirety of what has been approved by the voters. Rankin said only for the first three years not the additional two years. But they can price it out for years four and five when it has to go back to vote again. Mayor Brown asked if year four and five would require a new vote. Rankin said yes because it was voted for three years and in case of new pricing the millage may need to be changed. Bigelow asked how long the RFP will be going out for. Rankin said for thirty (30) days.

- **MOTION** by Bigelow **SECOND** by Richard to adopt the RFP for Mosquito Abatement. All Ayes. Motion Carried.

9. *RFQ FOR DITCH MAINTENANCE ON ELIZABETH AND NORTH STREET*: Rankin talked with Andrew Bisaha from Wade Trim who provided all the drawings and site plans. Andrew also gave him a list of contractors in the area that would be qualified. The whole project is looking to be around \$24,000.00. There will be a special assessment on the culverts.

- **MOTION** by Richard **SECOND** by Sanborn to move forward with Elizabeth ditch project as presented by the City Manager. Roll Call Vote: Bigelow – Aye, Sanborn – Aye, Richard – Aye, Arnold – Aye, and Mayor Brown- Aye. All Ayes. Motion Carried.

10. *RESOLUTION RE: APPROVAL GRANT APPLICATION FOR NEW VOTING SYSTEM*: Rankin said the new voting machines are on the way, and just need to approve the grant to get them.

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

11. *RESOLUTION RE: APPROVAL OF SOFTWARE LICENSE AGREEMENT WITH HART*: Rankin said this is the software that goes with the hardware.

- **MOTION** by Richard **SECOND** by Bigelow to approve the software license agreement with Hart. Roll Call Vote: Richard – Aye, Sanborn – Aye, Arnold – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

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12. *RESOLUTION RE: 2016/2017 FINAL FISCAL YEAR BUDGET AMENDMENTS:* Rankin said the adjustments included the police contract. We didn't know what the savings would be and there was still some additional costs of \$7,000.00 from what we had originally budgeted. The other budget amendment was for the dumpster for the DDA for an additional pickup.

- **MOTION** by Bigelow **SECOND** by Sanborn to approve amendment #3 for the July 1st through June 30th fiscal budget year amendments. Roll Call Vote: Bigelow – Aye, Arnold – Aye, Sanborn – Aye, Richard – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

13. *CHANGE NOVEMBER COUNCIL MEETING DATE:* Mayor Brown went to the Planning Commission meeting last week and talked to the planning chair about the issue of rotating meetings and trying not to be on the second Thursday of the month. The planning chair suggested Planning Commission would be willing to flop to the second Thursday of the month and give council the third Thursday of the month. Mayor Brown is going to have the planning chair ask at the next planning meeting if they are willing to change the date. July council date is staying July 27th. Changing the November council meeting date was tabled until July council meeting.

14. *APPROVAL/DISAPPROVAL OF MEMBER ROBERT ARNOLD'S ABSENCE AT THE 04/27/2017 REGULAR CITY COUNCIL MEETING:*

- **MOTION** by Richard **SECOND** by Bigelow to approve Robert Arnold's absence. All Ayes. Motion Carried.

15. *APPROVAL/DISAPPROVAL OF MEMBER CHRISTY SANBORN'S ABSENCE AT THE 05/09/17 SPECIAL CITY COUNCIL MEETING:*

- **MOTION** by Richard **SECOND** by Bigelow to approve Christy Sanborn's absence. All Ayes. Motion Carried.

16. *APPROVAL/DISAPPROVAL OF MEMBER MARK RICHARD'S ABSENCE AT THE 05/09/17 SPECIAL CITY COUNCIL MEETING:*

- **MOTION** by Arnold **SECOND** by Bigelow to approve Mark Richard's absence. All Ayes. Motion Carried.

17. *APPROVAL/DISAPPROVAL OF MEMBER CHRISTY SANBORN'S ABSENCE AT THE 05/16/17 REGULAR CITY COUNCIL MEETING:*

- **MOTION** by Richard **SECOND** by Arnold to approve Christy Sanborn's absence. All Ayes. Motion Carried.

18. *APPROVAL/DISAPPROVAL OF MEMBER DEBBIE GROSS' ABSENCE AT THE 05/16/17 REGULAR CITY COUNCIL MEETING:*

- **MOTION** by Richard **SECOND** by Arnold to approve Debbie Gross' absence. All Ayes. Motion Carried.

19. *APPROVAL/DISAPPROVAL OF MEMBER CHRISTY SANBORN'S ABSENCE AT THE 06/01/17 SPECIAL CITY COUNCIL MEETING:*

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- **MOTION** by Richard **SECOND** by Arnold to approve Christy Sanborn's absence. All Ayes. Motion Carried.

20. APPROVAL/DISAPPROVAL OF MEMBER TOM BIGELOW'S ABSENCE AT THE 06/01/17 SPECIAL CITY COUNCIL MEETING:

- **MOTION** by Richard **SECOND** by Arnold to approve Tom Bigelow's absence. All Ayes. Motion Carried.

PUBLIC COMMENT: Dave Walker questioned if every property owner had to pay for culverts. Mayor Brown said if your culvert is being replaced then you will be charged for the replacement cost of the culvert itself.

REPORTS FROM BOARDS & COMMISSIONS

DOWNTOWN DEVELOPMENT AUTHORITY BOARD: Action took place under Agenda Item No. 4.

GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION: Mayor Brown went to Otter Lake for this meeting. Mayor Brown spoke of the handicap accessible pontoon boat Otter Lake offers for public use anytime; you just need to be boat certified. At the meeting, business licensing was discussed. Each City and Village is dealing with business licenses as well and each community inspects all businesses for safety and security.

GENESEE COUNTY WATER AND WASTE SERVICE'S ADVISORY COMMITTEE: Meeting minutes and rate study on file at the City Office.

GENESEE COUNTY METROPOLITAN ALLIANCE: Richard said they talked about the round-about by the factory by Bristol. There were problems about who was going to pay for the lights, whether it would be the City or the State. Also discussed were self driving cars. On 475, there will be construction and putting lanes from three lanes to two lanes due to lack of traffic.

PLANNING BOARD: Richard said the marijuana ordinance was discussed. The City Attorney was sent information on what the Planning Board would like to see on the ordinance. Council discussed the marijuana ordinance and licenses. Council also discussed the ordinance on the placing of signs within the City.

911 CONSORTIUM: NONE

ZONING BOARD OF APPEALS: NONE

REPORTS FROM CITY MANAGER AND CITY ATTORNEY

CITY MANAGER:

Tina is in Kalamazoo for the Clerks Summer Institute.

Sam will be in Bay City on June 29th to learn about the asset management plan the city is required to have on file by December 31, 2017. This combined what I was able to obtain from Michigan Rural Water should put Sam on track to have this done.

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The 2016 Consumer Confidence Reports are available at the office and online.

If you haven't signed up for paperless billing please do! Tell your neighbors. It's easy and they are never lost in the mail.

Community Garden work party for 6/23 around 5:00 pm. Install fence and signs. Please stop by W. Maple if you can give a hand.

If you have any questions, concerns or just want to chat please feel free to stop by or call. Have a great weekend and enjoy the nice weather we have had so far this summer.

CITY ATTORNEY: Attorney Stout put together a sample ordinance after reviewing the MMFA. He presented this to the Planning Commission. He needs to make some amendments and then give it back to Neil for disbursement to the committee to review. After the planning meeting next month, it should come back to council.

MAYOR AND COUNCIL COMMENTS: Arnold said kudos to the planning commission for such a task. Richard would like to apologize for the last meeting. He said he got a bit descriptive about what he thought about certain State agencies. Sanborn would like to apologize for missing the last three meetings. Her day job was quite busy. Sanborn also thanked Mayor Brown for doing Montrose Ram Rocks. She also noted that the dispensary that is on the south side of 57 by the pizza place has a sign that says "Free Treat with Donation". She has been advised that this is illegal, and they are not allowed to barter in that way. Bigelow asked if the City was applying for a grant for the removal of trees in the right of way. Rankin said yes. Arnold said there is a man at Menards who runs a saw mill who will pay the City for trees that need to be removed. Mayor Brown said Ram Rocks is spreading. Clio now has Clio Rocks.

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

ADJOURNMENT

Mayor Brown adjourned the meeting at 8:25 p.m.

Prepared by City Deputy Clerk/City Treasurer, Chrystal Raible