

## MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

October 15, 2020

**CALL TO ORDER:** Mayor Colleen Brown called the regular Council meeting to order at 7:02 p.m. The meeting was held at 139 S. Saginaw Street in Montrose.

**ROLL CALL:** Present Council Members were Mayor Colleen Brown, Debbie Gross, Christy Sanborn, Robert Arnold, Mark Richard, Tom Bigelow, and Ryan Heslop. Also present were City Manager Neil Rankin, City Clerk Tina Rush, 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 OCTOBER: KAREN CHRYSLER:* Karen Chrylser wasn't able to make it to the meeting.
2. *CHOOSE A CITIZEN OF THE MONTH FOR THE MONTH OF NOVEMBER:* Mayor Brown recommended Richard Aldrich. He has been a huge part of this community for a long time.
  - **MOTION** by Gross **SECOND** by Richard to nominate Richard Aldrich Sr. for Citizen of the Month for the month of November. All Ayes. Motion Carried.

**PUBLIC HEARINGS:** NONE.

**PRESENTATIONS:** NONE.

### REPORTS

1. *FIRE & POLICE DEPARTMENT REPORTS:* On file at city office.
2. *SAFEBUILT INSPECTION SERVICES:* On file at city office.
3. *HYDRO-CORP INSPECTION SERVICES:* NONE
4. *RENTAL INSPECTIONS:* NONE

**PUBLIC COMMENTS:** NONE

### MATTERS OF COUNCIL ACTION:

Mayor Brown said Neil Rankin would like to add three items to the agenda.

Item 9, Discussion and possible approval of the site plan for Taco Bell.

- **MOTION** by Richard **SECOND** by Sanborn Discussion and possible approval of the Taco Bell going in on State Street. All Ayes. Motion Carried.

Item 10, Discussion Home Program Grant.

- **MOTION** by Gross **SECOND** by Arnold to add Home Program as item #10. All Ayes. Motion Carried.

Item 11, Discussion Corona Virus Relief funds.

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- **MOTION** by Arnold **SECOND** by Richard to add #11 Corona Virus Relief. All Ayes. Motion Carried.
1. ***APPROVAL OF 9/17/2020 REGULAR MEETING MINUTES:***
    - **MOTION** by Gross **SECOND** by Arnold to approve the regular meeting minutes as presented. All Ayes. Motion Carried.
  2. ***APPROVAL OF CHECK REGISTER & TREASURER REPORT:***
    - **MOTION** by Richard **SECOND** by Sanborn to pay our bills. Roll Call Vote: Bigelow – Aye, Sanborn – Aye, Arnold – Aye, Gross – Aye, Richard – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
  3. ***APPROVAL OF MERS DEFINED BENEFIT PLAN ADOPTION AGREEMENT ADDENDUM:*** Rankin said MERS is updating the Defined Benefit Adoption Agreement and the addendum needs to be approved by council.
    - **MOTION** by Arnold **SECOND** by Richard to approve the MERS Defined Benefits Agreement Addendum. Roll Call Vote: Heslop – Aye, Arnold – Aye, Sanborn – Aye, Richard – Aye, Bigelow – Aye, Gross – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
  4. ***DISCUSSION/DIRECTION ELIMINATION OF RENTAL REGISTRATION/ORDINANCE/FEES:*** Rankin said rental registration fees are set at \$10.00. The rental registration is a component of the rental inspection ordinance; therefore, the same process is used for both the registrations and the inspections. Landlords will be required to register their rentals but we don't want to charge a fee for the same process that is used for the inspections. This will also put the registrations on the same time line as the inspections. The Planning Board can look at the ordinance and make changes if necessary.
    - **MOTION** by Gross **SECOND** Bigelow that we remove the \$10.00 fee that is presented in Ordinance 419 and put it down to zero. Roll Call Vote: Bigelow – Aye, Gross – Aye, Sanborn – Aye, Richard – Aye, Heslop – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
  5. ***DISCUSSION/DIRECTION WATER MAIN EXTENSION WILSON/NICHOLS RD. BIDS:*** Rankin said two weeks ago was the bid opening for Wilson/Nichols Road water main extension project. The bid exceeds the authorized amount and the project cannot proceed without council's written authorization. The significant difference between the estimate and the bid was the price to install ductile iron pipe, as the demand for this is high. This increases the cost to the city by \$65,702.00. The township is presenting this at their board meeting next week. There was discussion about the increase in cost.
    - **MOTION** by Bigelow **SECOND** by Arnold that we accept the amendment as the Nichols/Wilson Road water main agreement 2020 first amendment. Roll Call Vote: Sanborn – Aye, Gross – No, Richard – Aye, Arnold – Aye, Heslop – Aye, Bigelow – Aye, and Mayor Brown – Aye. Six (6) Ayes and One (1) No. Motion Carried.

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6. *PLAYGROUND EQUIPMENT PURCHASE FOR BLUEBERRY PARK/DNR PASSPORT RECREATION GRANT*: Rankin said the city has received a \$33,280 CDBG grant which has been designated to improve Blueberry Park. There is potential funding from DNR Recreation Passport Grant. He will not know until November if the city will be awarded funding. He has priced out a new playground equipment and related surfacing material for Blueberry Park. The project would start in 2021. CDBG funds will need to be spent before that or face losing these funds.
  - **MOTION** by Arnold **SECOND** by Richard that we purchase the equipment as presented. Roll Call Vote: Arnold – Aye, Richard – Aye, Sanborn – Aye, Gross – Aye, Bigelow – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
7. *WATER SHUTOFFS*: Rankin spoke about a letter from the utility department that will be sent out to delinquent water accounts regarding shut offs and payment plans with the City of Montrose. Mayor Brown spoke about reaching out to Sheryl Kennedy for help for those who are having difficulty making utility payments.
  - **MOTION** by Arnold **SECOND** by Bigelow that we send out the letters and include information from Sheryl Kennedy for relief. All Ayes. Motion Carried.
8. *DISCUSSION/DIRECTION FEES*: Mayor Brown wanted to speak about what Taco Bell has to pay in fees and if the city would want to waive any of the fees. Rankin said the demolition fee and parcel combination fee has already been waived. There was discussion about what other permits and fees are being charged. Rankin said any fees that are waived will be absorbed by the taxpayers. Mayor Brown said the property tax base will be increased and that possible fees can be waived with the idea they can be recovered within the first year's property taxes. Stout said he was not a fan of waiving these fees and that we should stick with the fee structure. Mayor Brown said they could have built in the township and the city would have lost this revenue. Heslop asked if there was an estimate of fees that could be waived. Rankin said most fees are based on construction size. He said the main costs would approximately be \$2,500 minus the building permit. Sanborn suggested waiving a percentage of the fees. There was more discussion about waiving fees.
  - **MOTION** by Bigelow **SECOND** by Gross that we waive 50% of all fees. Roll Call Vote: Richard – Aye, Bigelow – Aye, Sanborn – Aye, Gross – Aye, Heslop – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
9. *DISCUSSION/DIRECTION: POSSIBLE APPROVAL OF THE SITE PLAN FOR TACO BELL*: Mayor Brown said Taco Bell was at the Planning Board meeting for a plan review last Thursday. Planning Board gave Taco Bell conditional approval. Council needs to approve the site plan as well.
  - **MOTION** by Arnold **SECOND** by Sanborn that we conditionally approve the agreement with the Planning Board for the site plan. Roll Call Vote: Richard – Aye, Sanborn – Aye, Heslop – Aye, Arnold – Aye, Bigelow – Aye, Gross – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
10. *DISCUSSION/DIRECTION: HOME PROGRAM RESOLUTION*: Rankin said the Home Program is a home improvement grant to help with ADA compliant home improvements. The city owns a

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parcel at 183 Oak Street and this grant would afford an opportunity to build an ADA compliant home. The resolution is to move forward to obtain a grant for an ADA compliant home construction at 183 Oak Street.

- **MOTION** by Gross **SECOND** by Arnold that we go forward with the resolution for the Home Investment Partnerships Program as presented. Roll Call Vote: Heslop – Aye, Gross – Aye, Sanborn – Aye, Arnold, Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

11. ***DISCUSSION/DIRECTION: CORONA VIRUS RELIEF:*** The State of Michigan granted funds to use toward any expenses that were incurred due to COVID. Any unused funds will need to be returned back to the State. These funds can be used to purchase laptops for council members to attend virtual meetings.

- **MOTION** by Bigelow **SECOND** by Arnold that we use COVID relief funds to purchase electronic devices for council. Roll Call Vote: Bigelow – Aye, Heslop – Aye, Sanborn – Aye, Gross – Aye, Richard– Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

**PUBLIC COMMENTS:** NONE

### **REPORTS FROM BOARDS & COMMISSIONS:**

***DOWNTOWN DEVELOPMENT AUTHORITY BOARD:*** Mayor Brown said banners were approved for the downtown. They still need more people on the DDA board.

***ELECTION COMMISSION:*** \*\*NOTE: 1 member still needed.

***GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION:*** Mayor Brown said there was a virtual meeting. Sheryl Kennedy joined the meeting to give a legislative update. Legislature is busy addressing what the executive orders had addressed. They are trying to pass legislation to allow digital meetings from the past to count and to be able to go forward with digital meetings.

***GENESEE COUNTY WATER AND WASTE SERVICE'S ADVISORY COMMITTEE:*** No meeting until November.

***GENESEE COUNTY METROPOLITAN ALLIANCE:*** Richard said they will be meeting next week.

***PLANNING BOARD:*** Richard said Taco Bell's parking lot was discussed.

***911 CONSORTIUM:*** No Meeting.

***ZONING BOARD OF APPEALS:*** NONE. Next meeting October 26<sup>th</sup> to approve variance for Taco Bell.

### **REPORTS FROM CITY MANAGER AND CITY ATTORNEY:**

***CITY MANAGER:***

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I have been working with Dortch Enterprises for the development of the quick serve restaurant and things have been moving along. We will have a zoning board of appeals meeting on October 26 to address the variances the site/project will need.

DPW has been doing a lot of maintenance including using the Village of Chesaning vac truck to clean out catch basins and shoulder work along S. Saginaw.

Newsletters were sent out last week, hopefully you received yours.

- **MOTION** by Arnold **SECOND** by Sanborn to add item #12 Blueberry Car Show. All Ayes. Motion Carried.

12. **DISCUSSION/DIRECTION: BLUEBERRY FESTIVAL CAR SHOW:** Rankin said the Blueberry Festival is having a car show and would like to close off two streets.

- **MOTION** by Arnold **SECOND** by Sanborn that we approve the Blueberry Festival's ability to shut down two streets for the car show. All Ayes. Motion Carried.

**CITY ATTORNEY:** Stout said he met with Chief Cochran and the Montrose Police Department to approve a few warrants and spoke briefly about the relationship between the city and township police. Everything is going excellent.

**MAYOR AND COUNCIL COMMENTS:** Sanborn asked if Taco Bell was going to have a walk-up window. The rep from Taco Bell told her that walk-up windows are not corporate approved yet. It is one of the things that is being thought over. She also thanked council for her last four years on council. Richard thanked both Deb and Christy for being on council and they will be missed. He also said MIOSHA passed emergency standards and will email Neil. Arnold said he has taken back over Friends of the Library head position. He also thanked Debbie and Christy for being on council. Heslop also thanked Debbie and Christy for being on council. Bigelow thanked Debbie and Christy for being on council and their outstanding service. Gross said it has been a pleasure serving on council but she may be back in a year. Mayor Brown thanked Gross and Sanborn for their service.

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

### **ADJOURNMENT**

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

Mayor Brown adjourned the meeting at 8:24 p.m.

Prepared by City Treasurer, Chrystal Raible