

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

March 17, 2022

CALL TO ORDER: Mayor Brown called the regular Council meeting to order at 7:02 p.m. The meeting was held at the Montrose City Offices located at 139 S. Saginaw Street, Montrose, MI.

ROLL CALL: Present Council Members were Mayor Colleen Brown, Robert Arnold, Mayor Pro-Tem Mark Richard, Tom Bigelow and Ryan Heslop. Also present were City Manager Neil Rankin, City Attorney Otis Stout, and 7 citizens. Members Andrea Martin, and Aaron Burch were recorded absent

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

CITIZEN OF THE MONTH:

1. *THE MONTH OF MARCH 2022, JEFF & CARIE RHYNDRESS:* The Rhyndress' were unavailable.

2. *CHOOSE A CITIZEN OF THE MONTH FOR THE MONTH OF JUNE 2022:*

- **MOTION** by Richard **SECOND** by Burch to nominate Jimmy Wilson as Citizen of the Month for the month of June. All Ayes. Motion Carried.
- **MOTION** by Arnold **SECOND** by Richard to take Jimmy's certificate and hang it inside the City Office. All Ayes. Motion Carried.

PUBLIC HEARINGS: NONE

PRESENTATIONS: *MONTROSE ARCGIS:* Representative from APM, Chuck Mullins, introduced himself and gave a brief presentation on what Montrose City residents can expect for the upcoming 5 years of mosquito control season(s). APM will start to larvicide standing water and barrier fogging March 28th.

REPORTS

1. *FIRE & POLICE DEPARTMENT REPORTS:* Member Bigelow expressed concerns with seeing cars "passing" each other along M-57 in the turn lane. Rankin said he left messages for Ryan Wentkurst and Steven Gasser but has not received a phone call back.

2. *BUILDING INSPECTION SERVICES:* Report on file at city office.

PUBLIC COMMENTS: NONE

MATTERS OF COUNCIL ACTION:

1. *APPROVAL OF THE 02/17/22 REGULAR MEETING MINUTES:*

- **MOTION** by Richard **SECOND** by Arnold to accept the minutes as presented. All Ayes. Motion Carried.

2. *APPROVAL OF CHECK REGISTER & TREASURER REPORT:* Prior to the roll call vote, Richard asked if there was anything unusual and Rankin replied no.

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

3. ***DISCUSSION/DIRECTION FLEIS & VANDEBRINK FEHER DRIVE ENGINEERING PROPOSAL:*** Council budgeted \$50,000 in the 2021/2022 fiscal year for reconstruction engineering of Hickory Street. Although Hickory Street will be a project that will be addressed in the near future the City found this month that funding had been restored to the Feher Drive project. As of now the Feher project has funding in the amount of \$538,000. The City will need to match \$134,517. This project will include storm water upgrades. Some other upgrades will include pedestrian enhancement for the schools, replacement of base aggregate, and a design to accommodate future traffic. Because this is a federally funded project it will have to address SPHO and NEPA which can take additional time. It is also ideal to have the work completed outside of the school year which means timing will be essential to limit congestion. Rankin mentioned that there will need to be a budget amendment but there is enough in the current budget to start the project.

- **MOTION** by Richard **SECOND** by Arnold that we accept the proposal from Fleis & Vandenbrink in the amount of fifty-two thousand eight hundred dollars and no cents, (\$52,800.00). Roll Call Vote: Heslop – Aye, Arnold – Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

Some of the council members asked Rankin to get in touch with the school to expedite Safe Route to School's grant funding.

4. ***DISCUSSION/DIRECTION LION'S PARK BATHROOM REMODEL CONTRACT:*** Rankin reported that council approved the bid award at the last council meeting, this is the actual contract. Mayor Brown asked Stout if he approved the contract and Stout replied yes.

- **MOTION** by Bigelow **SECOND** by Heslop that we approve the contract with Accountable Building LLC as presented. Roll Call Vote: Bigelow – Aye, Heslop – Aye, Arnold – Aye, Richard – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

5. ***DISCUSSION/DIRECTION EAGLE DWAM GRANT AGREEMENT:*** Geric and Rankin have been working to get a Drinking Water Asset Management Grant and were fortunate to secure funding this year. The DWAM Grant is a one-time grant program developed by EGLE under Michigan's Clean Water Plan that provides grant funding to assist drinking water supplies in asset management plan development and updates, and/or distribution system materials inventory development as defined in Michigan's revised Lead and Copper Rule. The work to be completed would be potholing to verify no lead lines in the city. This would involve a Vactor truck to inspect the water line and document material used. This ultimately addresses the requirement of the system being Lead free. The grant will cover a portion of the GIS equipment that the city has already purchased.

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

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6. *DISCUSSION/DIRECTION APPROVAL OF GREAT LAKES OUTDOOR CINEMA CONTRACT:* Montrose DDA approved to enter into a contract with Great Lake Outdoor Cinema to show movies this summer. The DDA will be splitting the cost along with Montrose Township as they will host August 5th and the DDA will host on July 15th. This is the same vendor as last year. The township will reimburse the city after the August 5th show.

- **MOTION** by Bigelow **SECOND** by Richard that we approve the contract with Great Lakes Outdoor Cinema including the \$900 addition of films. Roll Call Vote: Richard – Aye, Bigelow – Aye, Heslop – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

7. *APPROVAL OF DONATION FROM THE STATE BANK:* The State Bank wishes to support the Movie Night and has provided \$700.00 to go towards the movie licensing.

- **MOTION** by Arnold **SECOND** by Bigelow that we approve the donation from the State Bank. All Ayes. Motion Carried.

8. *APPROVAL OF DONATION FROM MONTROSE BLUEBERRY FESTIVAL:* The Montrose Blueberry Festival generously donated \$1,500.00 for the purchase of Christmas Banners for the Downtown.

- **MOTION** by Bigelow **SECOND** by Richard to accept the Montrose Blueberry Festival donation for the Christmas lights. All Ayes. Motion Carried.

9. *RESOLUTION FOR COUNTY HAZARD MITIGATION PLAN:* In 2014/15 the city approved and the Genesee Co. Hazard Mitigation Plan. This is needed to receive funding under FEMA in the case of a disaster. The document identifies possible disasters in each community and works to address planning and resources in each scenario. A resolution is now needed from each unit. This is essentially a no cost insurance policy for the City and provides federal services and resources.

- **MOTION** by Bigelow **SECOND** by Heslop that we adopt the resolution Genesee County Hazard Mitigation Plan update. Roll Call Vote: Richard – Aye, Arnold – Aye, Heslop – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

10. *APPROVAL OF 2021/2022 BUDGET AMENDMENTS NO. 3:* Budget Amendments include snow plowing as year to year it is hard to predict snowfall, salting, etc., the other is the raising and lowering off the tower at the city office to address the gateway which was something unexpected in contracted services.

- **MOTION** by Arnold **SECOND** by Bigelow that we approve 2021/2022 budget amendment No. 3. Roll Call Vote: Arnold – Aye, Heslop – Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

11. *APPROVAL OF PURCHASE PICNIC BENCHES/BENCH/PLANTINGS/MATERIALS:* The NEP Grant high performer has awarded the city a \$10,000 grant. Funds have to be used by 4/30/22 so the easiest was to purchase and replace picnic benches at Blueberry Park and install a pollinator garden along the fence line on the east side. I spoke with the homeowner on this design and he

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did not express any issue. These plants are native to Michigan and the Midwest and would require less line trimming.

- **MOTION** by Arnold **SECOND** by Richard to approve the purchase of the picnic benches, bench, including plantings and materials. Roll Call Vote: Bigelow – Aye, Richard – Aye, Arnold – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

12. *APPOINTMENT OF ERIC REED MEMBERSHIP TO THE MONTROSE DDA*: Mayor Brown recommended the appointment.

- **MOTION** by Bigelow **SECOND** by Heslop that we approve Eric Reed to the Downtown Development Authority. All Ayes. Motion Carried.

13. *DISCUSSION/DIRECTION OF CITY BURIAL PLOT(S)*: Rankin explained that he spoke with Mark Emmendorfer about the plots and the city could specify who they wish to have buried. Discussion ensued how the City is not allowed to sell the plots for profit. No action taken.

- **MOTION** by Bigelow **SECOND** by Arnold to add onto tonight's agenda, item No. 14, Performance Resolution, No. 15 Resolution Pay As You Stay and No. 15 MDOT Letter. All Ayes. Motion Carried.

14. *PERFORMANCE RESOLUTION*: Rankin said he received this updated resolution form today authorizing the City to work within the right-of-way along M-57. MDOT is requiring council approval.

- **MOTION** by Bigelow **SECOND** by Heslop to adopt the performance resolution for municipalities. Roll Call Vote: Heslop – Aye, Richard – Aye, Arnold – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

15. *RESOLUTION PAY AS YOU STAY, (PAYS) PROGRAM*: Rankin explained that this revision is meant to help struggling homeowners stay in their home by providing affordable payment plan as well as reducing the amount of delinquent taxes owed on their primary residence. The new law allows the County Treasurers to implement a program for homeowners who are receiving a poverty tax exemption under MCL 211.7u. The local treasurer within 21 days from the date of the notice must provide written notice of intent to participate along with an approved resolution by the governing body. Currently the City only has 3 properties that receive poverty exemption.

- **MOTION** by Richard **SECOND** by Arnold to adopt the Pay as you Stay resolution. Roll Call Vote: Bigelow – Aye, Heslop – Aye, Arnold – Aye, Richard – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

16. *MDOT LETTER*: Bigelow expressed frustration with the various speed limits within the city limits not being addressed based on the State Police study completed last spring. Bigelow asked that a resolution from council be sent to Senator Horn, the County Commissioner, the State Police Command Post here in Genesee County, our State Representative, and the Director of MDOT.

- **MOTION** by Bigelow **SECOND** by Richard to approve sending a letter, have the Mayor review, sign it, and have the letter sent immediately. Roll Call Vote: Heslop – Aye, Richard – Aye, Arnold – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

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PUBLIC COMMENTS: City Engineer Geric Rose reported that regarding the approved Blueberry Park Passport contract, Signs by Crannie are requesting 50% down payment to order materials for the signs.

- **MOTION** by Richard **SECOND** by Arnold to add onto the agenda, No. 17, approval of payment to Signs by Crannie. All Ayes. Motion Carried.

17. APPROVAL OF PAYMENT TO CRANNIE

- **MOTION** by Richard **SECOND** by Arnold that we approve the four thousand six-hundred thirty-four dollars and eighty cents, (\$4,634.80) payment to Signs by Crannie. Roll Call Vote: Arnold – Aye, Heslop – Aye, Bigelow – Aye, Richard – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

REPORTS FROM BOARDS & COMMISSIONS:

DOWNTOWN DEVELOPMENT AUTHORITY BOARD: NONE

ELECTION COMMISSION: NONE

GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION: Mayor Brown reported on 2 small grants possibly available regarding arts and equipment to support non-profits.

GENESEE COUNTY WATER AND WASTE SERVICE'S ADVISORY COMMITTEE: Rankin said they only discussed a 50 million upgrade for infrastructure.

GENESEE COUNTY METROPOLITAN ALLIANCE: Richard thanked the members for their support with getting the grant back for Feher Drive and announced that he was appointed to a trustee position on the METRO Board.

PLANNING BOARD: Richard reported they are working on amending the RV ordinance and a business approached the Planning Board asking to allow marijuana sales within the city. The Planning Board gave Rankin direction to amend the marijuana ordinance and the proposed amendments will be going to council for direction.

911 CONSORTIUM: Exclusive contracts with a private ambulance company was voted on and it passed.

ZONING BOARD OF APPEALS: Arnold reported that the ZBA approved a variance for the Real-Life Church to restructure and resurface their parking lot. Also, the ZBA elected their new officers, Nathan Richard is now the Chairperson and Josh Sincissen is the Vice-Chairperson of the ZBA. Long-time member Frank Taylor has expressed he will be retiring from the Planning Board and as the Planning Board Representative to the ZBA at the beginning of the year.

REPORTS FROM CITY MANAGER AND CITY ATTORNEY:

CITY MANAGER: Rankin read aloud his report; Please remember that April 19th is the deadline to file to run for council. Be sure to get your petition in. The City Staff is working hard as the fiscal

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year comes to end and a new one begins. With that in mind the new contract with our Union will be on the agenda. If you have any budget requests please let me know. I am also working on the Spring Newsletter as the City will be having a May election and I will have a fact sheet on the Mosquito Millage. The City has lots of projects to wrap up as the weather starts to improve including Blueberry and Lion's Park improvement and a new salt bin for our DPW. The Board of Review went well from what I heard. No one attended on March 8th and the next one will be on the 14th. City Staff is working on on-line automatic payments which will be cheaper than the 3% on-line and/or credit payments. I will out of the continental United States from March 24-29. I will check my email daily.

CITY ATTORNEY: Stout reported that cases are starting to be processed in person but some are being thrown out due to the length of time that has gone by due to Covid.

MAYOR AND COUNCIL COMMENTS: Arnold mentioned that the power line pole was finally replaced at the corner of Feher and Ray Street, however, the power lines and telephone wires are now hanging down and he would like to see this addressed. The library is having a seed sale for fruits, vegetables, herbs and flowers. Plots at the Community Garden will possibly need to be assigned. They are also looking for Mulberry and Pear Trees. Bigelow asked if banners are allowed to be located on both sides of the poles along the downtown area. Mayor Brown will ask at the DDA meeting. Habitat for Humanity is desiring more lots for improvements. Mayor Brown also mentioned another small housing grant is possibly available. At The Capital Conference, they discussed place making and community web building. The city also received \$60,000.00 of the \$160,000.00 grant for art funds and she would like to see "projects ready" items that are located in the Capital Improvement Program and that the Master Plan be updated.

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

ADJOURNMENT:

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

Mayor Brown adjourned the meeting at 8:29 p.m.

Prepared by City Clerk, Tina Rush