

MONTROSE CITY COUNCIL SPECIAL MEETING MINUTES

July 7, 2022

CALL TO ORDER: Mayor Colleen Brown called the special Council meeting to order at 7:01 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, Ryan Heslop, and Andrea Martin, (entered @ 7:05 p.m.). Also present were City Manager Neil Rankin, City Clerk Tina Rush, and 1 citizen. Member Aaron Burch was recorded as absent.

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

PUBLIC COMMENTS: Planning Board member Anthony Brown asked council to look into regulations for political signs and compliance with a special use permit at 159 E. State Street.

SPECIAL BUSINESS:

1. *POSSIBLE CLOSED SESSION RE: MCL 15.268. PURSUANT TO SECTION 8(H) OF THE OMA, A PUBLIC BODY MAY MEET IN A CLOSED SESSION TO "CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE." PURSUANT TO SECTION 13(1)(G) OF THE MICHIGAN FREEDOM OF INFORMATION ACT ("FOIA"). MCL 15.243(1)(G) ROLL CALL VOTE REQUIRED:*

- **MOTION** by Richard **SECOND** by Arnold to go into closed session. Roll Call Vote: Arnold – Aye, Heslop – Aye, Bigelow – Aye, Richard – Aye, and Mayor Brown – Aye.

Member Andrea Martin entered the meeting @ 7:05 p.m.

Mayor Brown adjourned the regular meeting @ 7:05 p.m.

2. *RETURN TO OPEN SESSION & BRING REGULAR MEETING BACK TO ORDER:*

Mayor Brown brought the regular meeting back to order @ 8:12 p.m.

- **MOTION** by Richard **SECOND** by Martin to direct Foster and Swift to clean up our ordinance, take care of the zoning issues and any issue that they see wrong with Ordinance No. 448. Roll Call Vote: Bigelow – Aye, Martin – Aye, Arnold – Aye, Richard – Aye, Heslop – Aye, and Mayor Brown – Aye. Motion Carried.

3. *DISCUSSION/DIRECTION TREASURER CONTRACT:* Rankin announced that he has hired Jennifer Whiting who happens to be the deputy treasurer for Albee Township for the past 13 years. Whiting is also familiar working with payroll information and has a Bachelor's Degree in Organizational Development. Rankin hired Whiting with an annual salary of forty-five thousand dollars and no cents, (\$45,000.00) and she is choosing the option to opt-out of the health insurance benefit. Stout has also approved this contract. Whiting will start working this Monday.

- **MOTION** by Bigelow **SECOND** by Richard that we enter into an agreement with Ms. Jennifer Whiting as our new treasurer. Roll Call Vote: Richard – Aye, Martin – Aye, Heslop – Aye, Arnold – Aye, Bigelow – Aye, and Mayor Brown – Aye. Motion Carried.

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4. REMOVAL OF CHRYSTAL RAIBLE FROM FINANCIAL ACCOUNTS/ADDITION OF JENNIFER WHITING:

- **MOTION** by Arnold **SECOND** by Bigelow that we remove Chrystal Raible from our financial accounts and add Jennifer Whiting. Roll Call Vote: Heslop – Aye, Martin – Aye, Arnold – Aye, Richard – Aye, Bigelow – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

5. APPROVAL OF COVID RETENTION PAY: Rankin conveyed that in the budget council adopted last month, Chrystal budgeted for Covid bonuses for all of the contracted employees, except for Rankin and now Raible because she is no longer employed with the City. This approval would be for City Clerk, Tina Rush.

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

After the roll call vote, Rankin mentioned that the secretary overpaid Raible and Rankin \$500 each for the opt-out of the health insurance benefit. Rankin continued explaining that he advised Janet to take \$500 less from Rankin during his next disbursement which will be December 1st, but if council chooses to get the money back from the previous treasurer, please let him know. Bigelow commented that the City has 2 weeks to make a claim to get the funds back, and this is an employment decision Rankin should be making, not council. Arnold commented get it back, Richard commented that if it was a mistake, the State would take the funds back.

MAYOR AND COUNCIL COMMENTS: NONE

ADJOURNMENT

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

Mayor Brown adjourned the meeting at 8:16 p.m.

Prepared by City Manager, Neil Rankin