

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

November 17, 2022

CALL TO ORDER: Mayor Brown called the regular Council meeting to order at 7:11 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 Richard, Ryan Heslop, Aaron Burch, (entered the meeting at 7:11 p.m.), Andrea Martin and Mayor Colleen Brown. Also present were City Manager Neil Rankin, City Attorney Otis Stout. Member Tom Bigelow was recorded absent. There were 14 citizens in attendance.

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

CITIZEN OF THE MONTH:

1. *THE MONTH OF NOVEMBER 2022, THE MONTH OF NOVEMBER 2022, NADIYAH WALSH, EVAN ROSE, BRECIA GRZEMKOWSKI, ALLICEN MUNSON, AVERY RAILLING, BRAD MCNEILL, NATHAN QUAAT, BRANDON DELONEY, BRIANNA RIEHL:* Council honored the Students from Montrose Community Schools that planted trees on October 7th, 2022 for the Arbor Day event.

2. *CHOOSE A CITIZEN OF THE MONTH FOR THE MONTH OF FEBRUARY:*

- **MOTION** by Heslop **SECOND** by Richard to nominate Retro Foam for donating to tree planting. All Ayes. Motion Carried.

PUBLIC HEARINGS: NONE

PRESENTATIONS: NONE

REPORTS

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

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

PUBLIC COMMENTS: Property owner James Scholl who owns a vacant piece of property at the corner of North and Park Street said he received a mowing invoice when he did not even own the property. The property was mowed on June 3rd and he purchased the property on June 22nd. Mayor Brown said they will discuss this later on the agenda.

MATTERS OF COUNCIL ACTION:

1. *APPROVAL OF THE 10/20/22 MEETING MINUTES:*

Member Burch entered the meeting.

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

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3. APPOINTMENT & APPROVAL OF INVOICE FOR GENESEE COUNTY METROPOLITAN ALLIANCE:

- **MOTION** by Richard **SECOND** by Arnold that we pay the dues. Roll Call Vote: Heslop – Aye, Burch – Aye, Martin – Aye, Arnold – Aye, Richard – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.
- **MOTION** by Burch **SECOND** by Martin to appoint Mark Richard as the elected representative to the Genesee County Metropolitan Alliance. All Ayes. Motion Carried.
- **MOTION** by Richard **SECOND** by Martin the appoint Council member Burch be the alternate. All Ayes. Motion Carried.

4. *DISCUSSION/DIRECTION SALT BIN CONTRACT TNA EXCAVATING*: Rankin reported that last November council approved TNA excavating to construct a salt bin with the goal to remove the salt from being stored inside to outside, however, due to inclement weather they wouldn't be able to finish until spring....or late fall. TNA has done work for the city in the past and I have their W-9 and insurance on file and I know this was a smaller job. As of today, they are installing the steel building and should be finished by the end of week.

- **MOTION** by Arnold **SECOND** by Burch to enter into this contract agreement with TNA Excavating. Roll Call Vote: Arnold – Aye, Richard – Aye, Martin – Aye, Heslop – Aye, Burch – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

5. *DISCUSSION/DIRECTION CITY MANAGER'S EVALUATION*: Mayor Brown asked for the evaluations to be turned in prior to Thanksgiving.

6. *APPOINTMENT OF SADA BURCH TO ZBA*: Mayor Brown recommended the appointment. Member Burch recused himself from the vote.

- **MOTION** by Richard **SECOND** by Heslop to appoint Sada Burch to the ZBA. All Ayes. Motion Carried.

7. *APPOINTMENT OF RAY FOUST TO PLANNING BOARD*: Mayor Brown recommended the appointment and asked if Todd Pangle is now considered on council due to the recent election. Rankin explained the city has not received the canvass of votes yet from the Board of Canvassers.

- **MOTION** by Burch **SECOND** by Richard to appoint Ray Foust tentatively to the Planning Board pending results of the city election. All Ayes. Motion Carried.

8. *DISCUSSION/DIRECTION WATKINS & ROSS OPEB STUDY*: The State of Michigan PA 202 of 2017 along with GASB 75 requires that the city conduct an actuarial study of other post-employment benefits. This information is required in the annual audit and a full study needs to be completed every five-year. In the past our treasurer put together the request but with the new treasurer I had to request our last actuarial firm to conduct the study as quickly as possible as it was needed by our auditors. Luckily, they were able to complete it and I have included it with the packet. I would request council approve Watkins and Ross to complete the actuarial study in the amount of \$5,300. They would do a roll over (update in 2023) that would cost \$1,300 the invoice for the full study is \$4,000 and the city had budget for this. This is the same cost as last time. The City budgeted \$4,800 this year for it.

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- **MOTION** by Arnold **SECOND** by Burch that we approve the invoice for fifty-three hundred dollars and no cents, (\$5,300.00) for Watkins & Ross. Roll Call Vote: Burch – Aye, Richard – Aye, Martin – Aye, Heslop – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

9. *DISCUSSION/DIRECTION MASTER PLAN*: Rankin said he spoke with Cynthia Todd the Planning Director of Spicer Group and she discussed the economic development component-Redevelopment Ready Community designation. She assured me that if there is community input/support to do more their firm will work to create such documents. She explained that this proposal is a general overview and that they have the ability to address additional requests as the process unfolds and make council aware of those additional costs.

- **MOTION** by Burch **SECOND** by Martin to approve Wade Trim for the Master Plan. Roll Call Vote: Martin – Aye, Richard – Aye, Burch – Aye, Arnold – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

10. *DISCUSSION/DIRECTION HOSTING DECEMBER 7TH SMALL CITIES & VILLAGES*: Montrose will be hosting December 7th our speaker will be Nicole Whitehead with the MEDC who our Mayor met with at the MML Conference in October. I have penciled in the Depot for the location and in the past we have done soup and salad from Debbie’s Kitchen at the Montrose Orchard and pizza, pasta and salad from Naples. I will need to let the attendees know what the cost will be as the city essentially is on the hook for a location and speaker so that I can have catering options available. Mayor Brown offered her catering services and discussion ensued.

- **MOTION** by Burch **SECOND** by Martin to approve Wade Trim for the Master Plan. Roll Call Vote: Martin – Aye, Richard – Aye, Burch – Aye, Arnold – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

11. *DISCUSSION/DIRECTION CANDLEWALK EVENT*: Rankin handed out an updated community even application supplied by the Candewalk Committee. Members discussed concerns with blocking off the parking lot area in front of the businesses in case of snow removal and the necessity of having an event insurance policy.

- **MOTION** by Burch **SECOND** by Arnold to approve the event application with the recommendation to have snow removal in the event of inclement weather. All Ayes. Motion Carried.

12. *APPOINTMENT TO THE 911 CONSORTIUM*. Tom Bigelow resigned from the 911 Consortium and council should appoint a council member to serve as a representative. These meetings are held as needed at 2:00 p.m. at the Grand Blanc Township Police Department. Council asked that this item be place onto next month’s city council meeting.

- **MOTION** by Richard **SECOND** by Burch to add onto the agenda item No. 13, “Discussion of Mowing Invoice”. All Ayes. Motion Carried.

13. *DISCUSSION OF LAWN MOWING INVOICE*: Stout conveyed that outstanding invoices stay with the property and since how he is now the owner, he is responsible. Discussion ensued on the timing of the mowing versus the invoice and the sale of the property. Council recommended he contact the title company to get this paid. There was no further discussion.

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PUBLIC COMMENTS: NONE

REPORTS FROM BOARDS & COMMISSIONS:

DOWNTOWN DEVELOPMENT AUTHORITY BOARD: NONE

ELECTION COMMISSION: Rankin reported that the city had 611 voters, a little over 200 absentee ballots. There were 3 write-in candidates' one for mayor and 2 for city council. The Board of Canvassers began their work on Wednesday November 9th but the canvass results are not expected until closer to Thanksgiving.

GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION: Mayor Brown said a meeting was not held last month, however, the city will be hosting the December meeting and encouraged everyone to attend.

GENESEE COUNTY WATER AND WASTE SERVICE'S ADVISORY COMMITTEE: Heslop mentioned that DPW Supervisor Sam Spence attended so we will need to get the report from Spence.

GENESEE COUNTY METROPOLITAN ALLIANCE: NONE

PLANNING BOARD: Richard reported that the Planning Board is still discussing the proposed marihuana ordinance. A special meeting will be held this Monday November 21st at 7:00 p.m.

911 CONSORTIUM: NONE

ZONING BOARD OF APPEALS: NONE

REPORTS FROM CITY MANAGER AND CITY ATTORNEY:

CITY MANAGER: Rankin read aloud his report; DPW is finishing up leaf cleanup at the parks and has been getting the plows on the ready. We should have the dump truck back next week and the salt bin and more salt arriving in the next few days. Christmas decorations should be up next week in the downtown and lit up for Thanksgiving weekend. The election last week went very smoothly. Our clerk did an amazing job with over 600 residents casting their ballots both in person and absentee. At this time the board of canvassers at the county are reviewing the write-ins and it might not be until next week that the clerk would be notified of who would be filling the seats. Our treasurer has been working with the auditors and I believe the audit should be here next week. I will have the auditors present at the December meeting. If you are interested in attending the Small Cities and Village meeting on December 7th please let me know. I will be out of the state from November 24-29 but will have my phone and laptop and will respond. Mayor Brown referenced information in the council packet regarding CEDAR, (The Community Economic Development Association of Michigan) and asked council for a motion to add this item onto the agenda for discussion.

- ***MOTION*** by Richard ***SECOND*** by Burch to add onto the agenda Discussion/Direction on CEDAR. All Ayes. Motion Carried.

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- **MOTION** by Arnold **SECOND** by Burch to have the city manager apply on behalf of the City of Montrose to be a host community. Roll Call Vote: Richard – Aye, Heslop – Aye, Martin – Aye, Burch – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

CITY ATTORNEY: Stout read aloud a judgement for the demolition of 261 Oak Street. The property owner has 30 days to complete. Stout conveyed that the city now has an opportunity to take possession of the property.

MAYOR AND COUNCIL COMMENTS: Mayor Richard was pleased with the turnout on election day and mentioned that if citizens are upset with the city manager’s decision, they need to understand that unless it is illegal, he is following the direction of this city council. Arnold was pleased with the turnout on election day as well and expressed concerns with how the city will be handling the implementation of Proposal 2. Arnold also echoed what Richard said regarding the direction by council to the city manager. Burch mentioned he attended a Veteran’s Day function that was well attended. Martin thanked council for the baby gifts.

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 Colleen Brown adjourned the meeting at 8:34 p.m.

Prepared by City Manager, Neil Rankin