

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

September 23, 2025

CALL TO ORDER: Mayor Tom Banks called the regular Council meeting to order at 7:00 p.m. The meeting was held at the City Offices located at 139 S. Saginaw Street, Montrose, MI.

ROLL CALL: Present council members were Mayor Tom Banks, Mayor Pro-Tem Mark Richard, Robert Arnold, Ryan Heslop, Todd Pangle, Melissa Hoose, and Lori Machuk. Also present was Interim City Manager Joe Karlichek, City Clerk Tina Rush, and 9 citizens.

PLEDGE OF ALLEGIANCE TO THE FLAG: Mayor Tom Banks led The Pledge of Allegiance.

APPROVAL OF AGENDA for September 23, 2025:

- **MOTION** by Mayor Pro-Tem Richard **SECOND** by Pangle to approve the agenda. Roll Call Vote: Pangle – Aye, Hoose – Aye, Mayor Pro-Tem Richard – Aye, Machuk – Aye, Heslop – Aye, Arnold – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

CLOSED SESSION: NONE

CITIZEN OF THE MONTH:

1. *MAYOR BANKS TO PRESENT CITIZEN OF THE MONTH AWARD TO: ADELINE SKIDMORE.*

- **MOTION** by Hoose **SECOND** by Mayor Pro-tem Richard to make Dr. Moore the Citizen of the month for October. Heslop – Aye, Arnold – Aye, Machuk – Aye, Mayor Pro-Tem Richard – Aye, Pangle – Aye, Hoose – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

MEETING OPEN TO THE PUBLIC (Agenda Items Only):

A citizen commented on not receiving notification for a grass/weed ordinance violation.

PRESENTATION:

1. *JOHN RYAN, PLLC:* Local attorney spoke regarding the legal services he offers.
2. *JOHN O'BRIEN-GENESEE COUNTY WASTE & WATER SERVICES:* Spoke regarding the ten-year contract with the city.

CONSENT AGENDA:

- A. *APPROVAL OF REGULAR MEETING MINUTES FOR AUGUST 26,2025*
- B. *APPROVE CITY COUNCIL BILLS AUGUST 2025*
- C. *RECEIVE AND FILE POLICE, FIRE, CODE ENFORCEMENT AUGUST 2025 ACTIVITY REPORT*
- D. *RECEIVE AND FILE GENESE COUNTY 9-1-1 DIRECTOR'S AUGUST 2025 ACTIVITY REPORT*
- E. *RECEIVE AND FILE DPW SUPERVISOR AUGUST 2025 ACTIVITY REPORT*
- F. *RECEIVE AND FILE CITY CLERK AUGUST 2025 ACTIVITY REPORT*
- G. *RECEIVE AND FILE CITY INTERIM TREASURER/FINANCE AUGUST 2025 ACTIVITY REPORT*
- H. *RECEIVE AND FILE CITY MANAGER AUGUST 2025 ACTIVITY REPORT*
- I. *RECEIVE AND FILE CITY BUILDING INSPECTOR AUGUST 2025 ACTIVITY REPORT*
- J. *RECEIVE AND FILE FALL/WINTER NEWSLETTER 2025/2026*
- K. *APPROVE REQUEST FOR MONTROSE SPOOKTACULAR*
- L. *APPROVAL OF DDA SPONSORED FALL-O-WEEN FEST*

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- **MOTION** by Pangle **SECOND** by Arnold to approve the consent agenda. Roll Call Vote: Pangle – Aye, Hoose – Aye, Mayor Pro-Tem Richard – Aye, Machuk – Aye, Heslop – Aye, Arnold – Aye, Mayor Banks – Aye. All Ayes. Motion Carried.

PUBLIC HEARING: NONE

NEW BUSINESS:

1. CONSIDER LEGAL SERVICES AGREEMENT WITH JOHN RYAN, PLLC LAW FIRM:

- **MOTION** by Hoose **SECOND** by Arnold to approve agreement of legal services with attorney John Ryan. Roll Call Vote: Machuk – Aye, Hoose – Aye, Arnold – Aye, Heslop – Aye, Mayor Pro-Tem Richard – Aye, Pangle – Aye, and Mayor Banks – Aye. All Ayes. Motion carried.
- **AMMENDED MOTION:** Pangle **SECOND:** by Arnold that we agree the flat rate monthly fee. Roll Call Vote: Machuk – Aye, Arnold – Aye, Hoose – Aye, Heslop – Aye, Mayor Pro-Tem Richard – Aye, Pangle – Aye, and Mayor Banks – Aye. All Ayes. Motion carried.

2. CONSIDER APPROVING LATERAL SEWER SYSTEM OPERATIONS AND/OR MAINTENANCE AGREEMENT WITH GENESEE COUNTY DRAIN COMMISSION:

- **MOTION** by Mayor Pro-tem Richard **SECOND** by Arnold (couldn't understand the first part of the motion) that we enter into the lateral agreement with the Genesee County Drain Commission. Roll Call Vote: Mayor Pro-Tem Richard – Aye, Hoose – Aye, Heslop – Aye, Arnold – Aye, Pangle – Aye, Machuk – Aye, and Mayor Banks – Aye. All Ayes. Motion carried.

3. CONSIDER RESOLUTION TO AUTHORIZE THE CITY OF MONTROSE AUTHORIZE AND SIGN CONTRACTS AND REIMBURSEMENT REQUESTS WITH THE GCMPC:

- **MOTION** by Hoose **SECOND** by Machuk to adopt the resolution to authorize the City of Montrose authorizing signed contracts and reimbursement requests with the GCMPC. Roll Call Vote: Heslop – Aye, Machuk – Aye, Mayor Pro-Tem Richard – Aye, Arnold – Aye, Hoose – Aye, Pangle – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

4. CONSIDER WAIVING OF WATER RATE LATE FEES FOR MRS. SADIE AND MR. LARRY LEONARD:

- **MOTION** by Hoose **SECOND** by Mayor Pro-tem Richard to waive water rate late fee for Mrs. Sadie Leonard and Mr. Larry Leonard due to the circumstances surrounding the memorandum that we have and the information that we have. Roll Call Vote: Pangle – Aye, Heslop – Aye, Arnold – Aye, Machuk – Aye, Mayor Pro-Tem Richard – Aye, Hoose – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

5. CONSIDER SWOT ANALYSIS:

- **MOTION** by Hoose **SECOND** by Machuk that we consider the SWOT Analysis. Roll Call Vote: Hoose – Aye, Arnold – Aye, Machuk – Aye, Heslop – Aye, Mayor Pro-Tem Richard – Aye, Pangle – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

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6. *CONSIDER DISCUSSION PER CITY COUNCIL MEMBER(S) MR. RICHARD AND MR. HESLOP:*

- **MOTION** by Hoose **SECOND** by Machuk that we move to that we immediately go to discussions on the response to the councilman's request for the four questions that they had.

BID AWARD/PURCHASE:

1. *CONSIDER APPROVAL SECURITY SYSTEM – ENTRY DOORS OF CITY HALL:*

- **MOTION** by Hoose **SECOND** by Machuk that we consider approval security system, entry doors of city hall with key fob entries pursuant to the memorandum that was given to us in the packet.
- **AMENDED MOTION** Hoose **SECOND** by Machuk move to amend my motion to approve security system entry doors of city hall with Solocucient formally known as Sonitrol, Grand Blanc, MI. Roll Call Vote: Pangle – Aye, Hoose – Aye, Heslop – Aye, Machuk – Aye, Arnold – Aye, Mayor Pro-Tem Richard – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

ORDINANCES:

1. *CONSIDER PROPOSED GENERAL BUSINESS REGISTRATION ORDINANCE – DRAFT ONLY:*

- **MOTION** by Mayor Pro-tem Richard **SECOND** by Arnold to go forward with the registration for businesses how it is written at this time. Roll Call Vote: Arnold – Aye, Heslop – Aye, Machuk – Abstain, Mayor Pro-Tem Richard – Aye, Pangle – Aye, Hoose – Aye, Banks – Aye. Six Ayes, 1 Abstain. Motion carried.

PUBLIC COMMENTS: Two residents spoke.

REPORTS FROM BOARDS & COMMISSIONS:

DOWNTOWN DEVELOPMENT AUTHORITY BOARD: NONE

ELECTION COMMISSION: NONE

GENESEE COUNTY COMMUNITY DEVELOPMENT ALLOCATION COMMITTEE: NONE

GENESEE COUNTY METROPOLITAN ALLIANCE: REPORT GIVEN

GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION: REPORT GIVEN

GENESEE COUNTY WATER AND WASTE SERVICE'S ADVISORY COMMITTEE: NONE

PLANNING BOARD: REPORT GIVEN

911 CONSORTIUM: REPORT GIVEN.

ZONING BOARD OF APPEALS: NONE

MONTROSE AREA CHAMBER OF COMMERCE: NONE

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REPORTS FROM CITY MANAGER AND CITY ATTORNEY:

CITY MANAGER: REPORT GIVEN.

CITY ATTORNEY: NONE

MAYOR AND COUNCIL COMMENTS: COMMENTS MADE.

ADJOURNMENT:

- **MOTION** by Pangle **SECOND** by Banks. All Ayes. Motion Carried.

Mayor Banks adjourned the meeting at 9:28 p.m.

Prepared by City Secretary, Christine Schultz