

# MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

August 27, 2024

**CALL TO ORDER:** Mayor Colleen Brown 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 Colleen Brown, Pro-Tem Mark Richard, Robert Arnold, Ryan Heslop, Aaron Burch, Andrea Martin and Todd Pangle. Also present, City Manager Neil Rankin, Clerk Tina Rush, and **13** citizens.

**PLEDGE OF ALLEGIANCE TO THE FLAG:** Mayor Colleen Brown led the Pledge of Allegiance. Attorney Leslie Abduo from Foster & Swift met via zoom to answer council questions regarding the General Business License ordinance.

## **CITIZEN OF THE MONTH:**

1. *THE MONTH OF AUGUST 2024, FIRE CHIEF GEORGE TAYLOR:* Chief Taylor was not in attendance.

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

- **MOTION** by Richard **SECOND** by Burch that we nominate Neil Rankin's parents, Jean & Greg Rankin as Citizens of the Month for the month of September for their generous tree donations. All Ayes. Motion Carried.

**PUBLIC HEARINGS:** NONE

**PRESENTATIONS:** NONE

## **REPORTS**

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

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

- **MOTION** by Richard **SECOND** by Burch to place on file at the city office. All Ayes. Motion Carried.

**PUBLIC COMMENTS:** Mayor Brown read aloud a guideline conveying the purpose of the public comment period is for the board to receive input from its community and is in fact a one-way communication to the board. The public does not participate in making decisions, instead, it provides input to the governing body which will take that input into account in making decisions. Mayor Brown set the limit of 3 minutes of speaking per citizen. Citizen Lori Machuk made comments and citizen Anthony Brown asked if a dead tree located in the city's right-of-way could be removed for safety purposes.

## **MATTERS OF COUNCIL ACTION:**

1. *APPROVAL OF THE 07/23/24 REGULAR MEETING MINUTES:*

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

2. *APPROVAL OF CHECK REGISTER & TREASURER REPORT:*

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

3. ***DISCUSSION/DIRECTION LATERAL SEWER OPERATION/MAINTENANCE AGREEMENT AMENDMENT:*** Genesee Co. Water and Waste is waiting on their discharge permit that the State of Michigan EGLE needs to approve. The issue is that with PFAS they are no longer able to deal with biosolids as they did and needing to address disposal. I think most of council has been informed on the issue of the landfill issue. This agreement would continue to have Genesee County go to a one-year contract as they work to find a resolution. Rankin recommended council approve the amended agreement.

- **MOTION** by Burch **SECOND** by Richard to accept the agreement for the one-year extension. Roll Call Vote: Pangle – Aye, Martin – Aye, Arnold – Aye, Burch – Aye, Richard – Aye, Heslop – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

4. ***APPROVAL OF DONATION FOR TREE PLANTING:***

- **MOTION** by Arnold **SECOND** by Burch that we accept the donation from McDonald's. All Ayes. Motion Carried.

5. ***APPROVAL OF ZBA VARIANCE REFUND:*** McDonald's in Montrose came in to inquire about relocating their sign. After I started on the ZBA route to move forward with the variance process I noticed that in 2012 they were approved. I have not come across any expiration date that the work has to be done or need to resend notice as it has been completed and approved. Rankin recommended council approve a refund to McDonald's of \$250.00 variance cost.

- **MOTION** by Richard **SECOND** by Pangle that we reimburse McDonald's for ZBA refund variance. Roll Call Vote: Heslop – Aye, Burch – Aye, Martin – Aye, Arnold – Aye, Richard – Aye, Pangle – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

6. ***DISCUSSION/DIRECTION ARBOR DAY EVENT-TREE PURCHASE:*** Rankin reported he contacted Beardles Tree Farm and he has not received a response back. They have provided trees in the past and they also utilize Klucks for trees. It is about \$4,000.00 to get twenty (20) trees planted. He received pricing from Klucks for the largest trees he could get and the total is \$3,000.00 for a variety of trees to be planted on October 4th. He indicated the types of trees that will be purchased and confirmed how the trees will come regarding in a pot or wrapped in burlap. Discussion ensued. Rankin indicated he would send out in the newsletter when volunteers will be needed and where the trees will be planted.

- **MOTION** by Richard **SECOND** by Pangle to approve three thousand dollars (\$3,000.00) for tree planting on October 4<sup>th</sup>. Roll Call Vote: Pangle – Aye, Heslop – Aye, Arnold – Aye, Martin – Aye, Richard – Aye, Burch – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

7. ***DISCUSSION/DIRECTION CODE ENFORCEMENT JOINT AGREEMENT:*** Provided is a draft agreement that Clio is prepared to enter into with the City of Montrose to have a joint code compliance officer serving both communities. The next step would be to advertise the position

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and go through a joint interview process. I would recommend council approve the agreement as this will be beneficial to both communities. Discussion ensued.

- **MOTION** by Richard **SECOND** by Arnold to approve the code enforcement joint agreement. Roll Call Vote: Burch – Aye, Arnold – Aye, Martin – Aye, Heslop – Aye, Richard – Aye, Pangle – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

*8. APPROVAL OF KENNEDY EXCAVATION DWRLF NON-PARTICIPATING ITEM:* Kennedy Excavating came across sewer tile “The 4 laborers were prepping sidewalk after the vac truck was done and the hole was backfilled, CAT 950 Loader was bringing in material to back fill the hole that the vac truck created, Excavator removed the sidewalk in the two areas that needed to be vac. The reason on why we needed to vac these areas was due to when they were installing water services, we hit the clay risers as we didn’t know they were there. After Kennedy noticed that they had hit them they began to probe around to see where that clay riser came from and where it was heading. Since this was a clay riser, they could not find where the pipe was going. This created a sinkhole and that hole began to retain soil. Kennedy then got a vac truck out to expose those clay risers further down, then proceeded to clean and plug the remainder of the clay riser with fabric and mortar” Andy Bearss -F&V inspector. Since this is out the scope of work EGLE will not provide funding. I would request that council approve the invoice as presented. Discussion ensued.

- **MOTION** by Arnold **SECOND** by Burch that we approve thirteen thousand four-hundred seventy-six dollars and no cents, (\$13,476.00) for the storm drain. Roll Call Vote: Arnold – Aye, Richard – Aye, Martin – Aye, Pangle – Aye, Burch – Aye, Mayor Brown – Aye. All Ayes. Motion Carried.

*9. DISCUSSION/DIRECTION MOBILE GENERATOR REPAIR:* City Manager Rankin indicated the mobile generator used for the lift station is in need of repair. The mobile generator is utilized for the DPW garage if we ever lose power. There is a screen that has stopped working and a quote was received from Wolverine including the amount for the repair.

- **MOTION** by Arnold **SECOND** by Burch that we repair the mobile generator for one thousand eight hundred twenty-eight dollars and thirty-four cents, (\$1,828.34). Roll Call Vote: Richard – Aye, Pangle – Aye, Burch – Aye, Heslop – Aye, Martin – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

Mayor Brown requested to add item No. 10. City manager Discussion.

- **MOTION** by Burch **SECOND** by Arnold to add item No. 10, City Manager discussion per the Mayor’s request. Roll Call Vote: Pangle – Aye, Burch – Aye, Richard – Aye, Martin – Aye, Heslop – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes. Motion Carried.

*10. CITY MANAGER DISCUSSION:* Mayor Brown asked council to approve allowing her to work with the City Manager to find a replacement as he is stepping down from his role effective September 26, 2024. City Manager Rankin is grateful for the opportunity to have served the council and residents of the City of Montrose for the past nine years.

- **MOTION** by Burch **SECOND** by Arnold to allow Mayor Brown work with the current City Manager to post a job description and openings for replacements for his position as he transitions to his new role. Roll Call Vote: Pangle – Aye, Burch – Aye, Richard

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– Aye, Martin – Aye, Heslop – Aye, Arnold – Aye, and Mayor Brown – Aye. All Ayes.  
Motion Carried.

**PUBLIC COMMENTS:** Mayor Brown read aloud the guidelines again for public comments. Citizens Tom Banks, Warren Edwards, Sadie Leonard, Lori Machuk, Marion Johnston, and Zack Hall spoke.

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

*DOWNTOWN DEVELOPMENT AUTHORITY BOARD:* A representative from MDOT attended the DDA meeting allowing questions and answers for cross walks & signage. Fleis & Vandebrink will be putting together a safety study agreement as well.

*ELECTION COMMISSION:* Rush read aloud statistics of citizens voting in Genesee County during the Early Day Voting and announced that the City of Montrose balanced with no negative remarks and is certified for the August Primary Election.

*GENESEE COUNTY COMMUNITY DEVELOPMENT ALLOCATION COMMITTEE:* Brown announced that the community giving back un-used CDBG funds was a non-titled community, therefore the funds were returned to Genesee County instead of another community being allowed to utilize them.

*GENESEE COUNTY METROPOLITAN ALLIANCE:* NONE

*GENESEE COUNTY SMALL CITIES & VILLAGES ASSOCIATION:* City of Clio will be hosting the next meeting in September at Don Felipe's.

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

*PLANNING BOARD:* The General Business License Ordinance is still being discussed.

*911 CONSORTIUM:* NONE

*ZONING BOARD OF APPEALS:* NONE

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

*CITY MANAGER:* The election went well in August. The turnout was what to be expected. Blueberry Festival went well. No major issue other than some rain. The DPW seasonals are done for the year but were able to get a lot done including repairing the Depot porch and railing. The MI-HOPE grant work is starting this week and the NEP grant has done a number of projects already. The City and Township has gotten a number of responses on the Housing Survey which is nice. I have included a copy of the draft and the flyer if you wish to take it. Genesee Co. Metro Planning is requesting road project from 2026-2029. The portal to submit will be opening shortly. I have attended all three meetings and it looks to be similar in scope with \$3-4 million more dollars available. Capeseal is going to start in the second week in September-provided good weather. I have included that info and will get it on the website so residents know what to expect after Labor Day.

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*CITY ATTORNEY:* NONE

**MAYOR AND COUNCIL COMMENTS:** Martin, Burch, Arnold, Richard, Heslop and Mayor Brown thanked Rankin for his hard work and years of service to the City of Montrose including the numerous projects he has accomplished during his tenure a city manager that have improved the community's appearance. Burch also mentioned that school is back in session and asked the public to please adhere to the speed limit for the safety of the children. Pangle congratulated the Blueberry Festival for another successful year with volunteerism. All six council members reiterated thanking Rankin for obtaining over 4.1 million dollars in grant funding. Mayor Brown asked the public to include her in emails if they are sending items to the city manager. Bown also re-applied this year through CEDAM with the hope to obtain a person with an economic background to assist the city for 15 months with economic development. The only cost to the city is \$10,000 for participation for the fellowship program, CEDAM pays the salary and benefits.

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

**ADJOURNMENT:**

- **MOTION** by Richard **SECOND** by Burtch to adjourn. All Ayes. Motion Carried.

Mayor Brown adjourned the meeting at 8:10 p.m.

Prepared by City Clerk, Tina Rush