

# MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

May 13, 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, Lori Machuk, and Melissa Wallace-Hoose. Also present was City Manager Barbara Valentine, City Clerk Tina Rush, and 11 citizens.

**PLEDGE OF ALLEGIANCE:** Mayor Tom Banks led The Pledge of Allegiance.

**PUBLIC HEARINGS:** NONE

**PRESENTATIONS: REVITALIZE – 106 W STATE STREET RAMBY (MEDC) PROJECT:** The representative who was to speak on behalf of the revitalize project was currently unavailable.

- **MOTION** by Richard **SECOND** by Arnold to move Revitalize presentation to No. 5. All Ayes. Motion Carried.
- **MOTION** by Arnold **SECOND** by Pangle to move agenda item No. 5, “Closed Session” and item No. 6, “Return to open session”, to No. 1 and No. 2 onto the agenda. All Ayes. Motion Carried.

**PUBLIC COMMENTS:** City Secretary Christine Schultz read aloud a rebuttal letter regarding inaccurate comments made by a citizen at the last city council meeting. Citizen Pam Riley spoke regarding a conversation she had with Mayor Tom Banks prior to the last council meeting.

## **MATTERS OF COUNCIL ACTION:**

1. *CLOSED SESSION PURSUANT TO THE MICHIGAN OPEN MEETINGS ACT, MCL 15.268, TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE, SPECIFICALLY AN ATTORNEY-CLIENT PRIVILEGED WRITTEN LEGAL OPINION:*

- **MOTION** by Arnold **SECOND** by Pangle to go into closed session pursuant to the Michigan Open Meetings Act, MCL 15.268, to consider material exempt from discussion or disclosure by state or federal statute, specifically an attorney-client privileged written legal opinion. Roll Call Vote: Pangle – Aye, Machuk – Aye, Arnold – Aye, Hoose – Aye, Mayor Pro-Tem Richard – Aye, Heslop – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried. Mayor Banks closed the regular meeting at 7:13 p.m. to go into closed session. Mayor Banks also indicated that the city attorney and city clerk go into closed session.

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

- **MOTION** by Arnold **SECOND** by Machuk that we return to open session. 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.

\*Mayor Banks brought the regular meeting to order at 8:10 p.m.

- **MOTION** by Arnold **SECOND** by Hoose that we move agenda item No. 5 to No. 1, that is the “Revitalize Presentation” to No. 1, so that we can discuss and possibly vote on. (Council member Arnold’s motion said to move it to item No. 1, but it is essentially item

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No. 3 on the agenda now because of action taken for agenda items No. 1 and No. 2). All Ayes. Motion Carried.

3. *PRESENTATIONS: REVITALIZE – 106 W STATE STREET RAMBY (MEDC) PROJECT:* Attorney Dean Yeotis, President of Ramby, LLC, spoke about the history of Ramby and the history of the building. Connor from Triterra spoke about the OPRA act and about Ramby injecting about \$2.3 million into the project. Four apartments upstairs, one downstairs and two storefronts. The OPRA exemption would abate local taxes for a 12-year period. Environmental studies have already taken place. Currently in a 90-day window period with the state. With the hope to start working sometime between August 2025 and February of 2026.

4. *DISCUSSION/DIRECTION REGARDING THE RAMBY PROJECT:* City Manager's report from Valentine read as follows; Information has been included regarding the possible recommendation for funding of up to 50% or \$975,000. The OPRA is required for the project to move forward. I anticipate the presentation will provide more details and an opportunity for the council to ask any questions they may have.

- **MOTION** by Richard **SECOND** by Pangle that we prepare for the 1<sup>st</sup> OPRA resolution. 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.

5. *DISCUSSION/DIRECTION OF DEPOT SAFETY ISSUE & SPICER PROPOSAL:* Mayor Pro-Tem Richard reported that he had the opportunity to inspect the Depot and speak with Sam and there is concern about confined space. Richard also recommended stairs be installed to allow access to the basement and mechanical equipment. Valentine reminded the council that bids for a contractor will need to be submitted for the work to be completed but Spicer will administer the project.

- **MOTION** by Richard **SECOND** by Heslop to accept the proposal from Spicer to address the safety issues at the Depot. 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.

6. *DISCUSSION/DIRECTION OF THE WATER METER PROJECT:*

- **MOTION** by Arnold **SECOND** by Richard that we set up a committee that includes Council Members Heslop, Pangle, Mayor Pro-Tem Mark Richard, DPW Supervisor Spence and Secretary Schultz to discuss different options. Roll Call Vote: Heslop – Aye, Machuk – Aye, Mayor Pro-Tem Richard – Aye, Hoose – Aye, Pangle – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.
- **MOTION** by Pangle **SECOND** by Richard to add new treasurer to the agenda. Roll Call Vote: Pangle – Aye, Heslop – Aye, Machuk – Aye, Mayor Pro-Tem Richard – Aye, Hoose – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

7. *DISCUSSION/DIRECTION REGARDING CONTRACT OF NEW CITY TREASURER:* Discussion ensued on who has the authority to hire employees and according to the Charter it is the city manager. Valentine commented this council requires contracts with employees and contracts are required to be approved by the council. Rush clarified that she is the first clerk in Genesee County that

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was required to have a contract. Genovich read aloud the administrative ordinance, which is not clear and commented that the council should approve the contract because the employee should be paid.

- **MOTION** by Pangle **SECOND** by Richard that we approve contract for treasurer by our city manager. Roll Call Vote: Arnold – Aye, Mayor Pro-Tem Richard – Aye, Machuk – Aye, Pangle – Aye, Heslop – Aye, Hoose – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

8. ***DISCUSSION/DIRECTION OF REGARDING EMPLOYEE PTO:*** Valentine indicated that employees are fronted PTO hours based on their years of service and continually accrue each month up to the end of each fiscal year, however, several employees have not been able to take time off due to understaffing at the city office, workload, and projects. Sam said he sent an email to all the council members expressing concerns about losing this much PTO. Pangle questioned additional pay for the hourly employees and whether it is in the budget and Valentine replied it is in the budget because the city is not paying over-time, just straight PTO. Genovich recommended a motion addressing the union contract and another for non-union employees.

- **MOTION** by Arnold **SECOND** by Richard to direct the city manager to negotiate with the Union for a letter of agreement for a one-time payout for the 2025 accrued PTO and it will come back to council. Roll Call Vote: Heslop – Aye, Arnold – Aye, Machuk – Aye, Mayor Pro-Tem Richard – Aye, Pangle – Aye, Hoose – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.
- **MOTION** by Arnold **SECOND** by Richard that we prepare a proposed amendment to the Personnel Policies Handbook at the same time as the letter of understanding. 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.

9. ***ANY FURTHER ACTION FROM COUNCIL:***

- **MOTION** by Pangle **SECOND** by Richard to take no action concerning items discussed in closed session at this time and revisit in 2 weeks. All Ayes. Motion Carried.

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

**CITY MANAGER:** City Manager Valentine mentioned working with the township regarding zoning ordinances and the RRC.

**CITY ATTORNEY:** Couple of items on the next agenda the Procurement Policy discussed at the last meeting, draft an Ethics ordinance, and continue to review the insurance claim regarding the grant issue with former city manager Rankin.

### **PUBLIC COMMENTS:** NONE

**MAYOR AND COUNCIL COMMENTS:** Arnold mentioned volunteering at the World Expo of Beer in Frankenmuth and the good the Jaycees are doing for the community. Pangle said he's happy we have a treasurer. Hoose the same. Machuk welcomed the new treasurer. Mayor Banks commented welcome to our nightmare. Mayor Pro-tem Richard, Small Cities went quite well,

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Jeff Edgerton did a presentation on how to get some grants of up to \$5,000 for the office or DPW department to have a safe work environment. Heslop welcomed the new treasurer and indicated that at the last council meeting we talked about setting up a working group session. We have some issues where we have some differences in opinions on what constitutes a priority in the direction we are heading and how do we go about getting there, where we want to go and get some consensus. That's how this government body functions, and it would be worthwhile to sit down and discuss our priorities. Heslop added that he thinks it would be beneficial, and it would get rid of some of the concerns and frustration with certain members about where we are heading, that's how we must function as a working group. Rush recommended facilitator Lew Bender who works with the MML (Michigan Municipal League) and MMAC. Mr. Bender is very well known in the State of Michigan and has worked with over 200 Municipalities specializing in municipalities' and facilitating municipalities.

**ADJOURNMENT:**

**MOTION** by Richard **SECOND** by Arnold adjourn. All Ayes. Motion Carried.

Mayor Banks adjourned the meeting at 9:20 p.m.

Prepared by City Clerk, Tina Rush