



**Montrose Charter Township**  
11444 N. Seymour Road, Montrose, MI 48457  
Phone (810) 639-2021 Fax (810) 639-3207

## **Montrose Township Board Meeting**

**PLACE:**

Montrose Township Hall, 11444 N. Seymour Rd., Montrose, MI 48457

**DATE:** January 16, 2018

**TIME:**

6 p.m.

The meeting began with The Pledge of Allegiance to the Flag.

**Roll Call:** Present- Linda Miller, Mark Emmendorfer, Fred Domine, Tom Tithof, Mary Quast, Gary Keeler, Dar Eldred. Absent- None.

**Agenda Approval:** Tom Tithof made a **Motion** to approve the agenda as presented. Support for the motion was given by Linda Miller. Vote- All yes. Motion passed.

**Citizens Comments:**

Glenn Powell, 12128 Glenmark Trail, said he wanted to say how nice everything looked in the new Township hall.

**Minutes:** Gary Keeler made a **Motion** to accept the minutes of the December 19, 2017 Board meeting as written. Support for the motion was given by Tom Tithof. Vote- All yes. Motion passed.

**Treasurers Report:** Treasurer Mary Quast reported 90 percent of taxes have been collected to date. Mary said new State regulations require a separate account for the Mosquito Abatement funds and a new account has been established for this fund.

**Revenue/Expenditure Report:** Supervisor Emmendorfer explained the Revenue/Expenditure Report is not available for the Township at this time because the year-end has not been processed as of this time. The report will be ready for the next Board meeting. He continued there is a Senior Center Revenue/Expenditure report because they are on a different fiscal year than the Township. There were no questions from the Board.

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Mark Emmendorfer – Supervisor    Fred Domine – Clerk    Mary Quast – Treasurer  
Township Trustees - Gary Keeler - Tom Tithof – Linda Miller – Dar Eldred

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**Presentation of Bills:** Tom Tithof made a **Motion** to approve the bills as presented. Support for the motion was given by Dar Eldred. Vote- Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes). Motion passed.

<b>Reports:</b> Fire Department	Police Department	Twin Township
Building Department	Senior Center	Building & Grounds
Mosquito Abatement	Brent Run Landfill	

All reports are on file with these minutes. Additional comments follow;

Fire Chief Taylor said the Department had one less call in 2017 (206) than they did in 2016 (207).

Supervisor Emmendorfer noted the new Breathe Air compressor and Washer and Dryer for uniforms have been installed in the Fire Department.

Chief Taylor said the move to the new building was completed on Friday January 12, 2018. The first call from the new Department was Monday January 15, 2018.

Operations Manager, Adam Mazur-Baker, reported for Twin Township Ambulance. Adam said Twin Township had 721 runs companywide for 2017. This is down 15 runs from the 2016-year total. Adam said the Montrose base was responsible for 25 percent of these runs followed by New Lothrop and the rest of the satellite bases.

#### **Business:**

CTI Quote, Police & Fire Phones and E-mails- Supervisor Emmendorfer explained the role of CTI Communications to the Board. They are the company hired by DW Lurvey to provide the low voltage wiring and a telephone system for the PSA building. The two quotations in tonight's meeting packet are for additional services not covered under their original contract. The first quotation for \$2,705 is for two additional phones for the police department and the configuration to allow police officers the ability to receive voice mails on their personal cell phones. It covers the cost of the additional phones, licensing and labor. The second quotation for \$705 is for a backup system in the event our regular connection with Merit (our telephone and internet provider) should fail. The SIMPLIFI system will allow the Township's data to continue to be backed up on a nightly basis. Discussion followed.

Dar Eldred made a **Motion** to approve the two quotes from CTI Communications for additional telephones, telephone services and SIMPLIFI back up. The total of these two quotations is \$3,410. The money will come from the Impact Fund. Support for the motion was given by Tom Tithof. Vote- Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes). Motion passed.

Quote for Access Drive- Supervisor Emmendorfer explained the need for an access drive to the sewer pump station located north and east of the PSA building. The access drive is necessary for Genesee County Water and Waste to provide necessary maintenance services to the pump station. The Township sent out Bid Proposal Requests and received three replies that met the specifications in the bid request.

1. Newton Excavating- \$3,935
2. L.A. Construction - \$3,600
3. Powell Excavating- \$2,385

Dar Eldred made a **Motion** to accept the bid of Powell Excavating in the amount of \$2,385 for constructing the drive to the pump station. The money will come from the sewer fund. Support for the motion was given by Gary Keeler. Vote- Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes). Motion passed.

Generator Service Contract- The PSA Building's backup 200KW generator is powered by a Cummins Engine. Cummins Company provides annual maintenance for these generators. A five-year maintenance agreement covers the battery and battery charger system, fuel system, engine cooling system, engine and engine lubricating system, intake /exhaust system, generator controls and power connections, generator operations and the automatic transfer switch. The total cost of the five-year contract is \$2,536.87. Service would begin in December of 2018.

Tom Tithof made a **Motion** to approve the Cummins Maintenance five-year agreement for \$2,536.87. Payment for the agreement will be out of the Impact fund and Impact will be reimbursed yearly from facility maintenance. Support for the motion was given by Linda Miller. Vote- Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

Montrose City Building Proposal- Supervisor Emmendorfer said the City of Montrose has expressed interest in purchasing the old Township hall located at 139 S. Saginaw. Emmendorfer said the appraisal on the hall came back at \$100,000 but if the City wishes to purchase the building his suggestion is to offer it to them for \$75,000 on a 12-year land contract at three-percent interest with a balloon payment at the end. Hopefully, these terms will lead to a quick sale of the property. This would eliminate realtor costs, and the Township would also be relieved of the cost for heating/cooling, water/sewer, electricity, maintenance and insurance on an empty building.

Discussion followed.

Tom Tithof Made a **Motion** to offer the old Township Hall to the City of Montrose for \$75,000 on a three-percent Land Contract for 12 years with a balloon payment at the end. Support for the motion was given by Dar Eldred. Vote- Linda Miller (yes), Mark

Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes). Motion passed.

Fire and Police Department RFP- Supervisor Emmendorfer told the Board a Request for Proposals (RFP) for the former Township Fire Department and Police Station property has been placed in the Tri-County Citizen. The RFP will be published in the Citizen for the next three weeks. He explained the property is zoned RS (Residential Suburban) which restricts its usage.

Poverty Exemptions- Assessor Dennis Miller presented the 2018 Poverty Exemption Application to the Board. Dennis explained the Township Board is required by law to adopt guidelines for poverty exemptions for the Board of Review every year.

Gary Keeler made a **Motion** to adopt the 2018 Poverty Guidelines as presented. Support for the motion was given by Linda Miller. Vote- All yes. Motion passed.

Budget Amendments- None.

**Extended Board Member Comments:** Supervisor Emmendorfer said “this is a historic moment, the culmination of five years of effort to bring this new facility to fruition.

**Citizen's Comments:**

Glenn Powell commented on the beautiful appearance of the new building.

Bruce Shook questioned the absence of a urinal in the men’s public restroom.

**Adjournment:**

Gary Keeler made a **Motion** to Adjourn the meeting. Support for the motion was given by Fred Domine. Vote- All yes. The meeting adjourned at 6:50 p.m.

Submitted by:  
Fred Domine, Clerk

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**Fred Domine, Clerk**

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**Mark Emmendorfer, Supervisor**