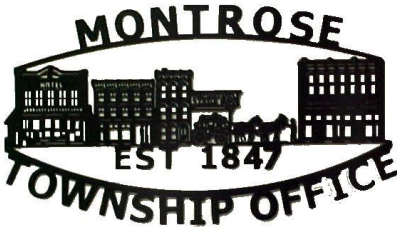


February 20, 2017



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

Montrose Township Board Meeting

PLACE:

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

DATE:

February 20, 2018

TIME:

6 P.M.

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

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

Agenda Approval: Supervisor Emmendorfer requested adding the Letter of Intent from the City of Montrose to the agenda.

Gary Keeler made a **Motion** to add the Letter of Intent from the City of Montrose to the agenda. Support for the motion was given by Tom Tithof. Vote- All yes. Motion passed.

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

Citizens Comments: None.

Minutes: Tom Tithof made a **Motion** to approve the minutes of the January 16, 2017 Board meeting as presented. Support for the motion was given by Dar Eldred. Vote- All yes. Motion passed.

Treasurers Report: Mary Quast presented the Treasurer's report.

Revenue/Expenditure Report: Supervisor Emmendorfer presented the Revenue/Expenditure Report and asked the Board if there were any questions. There were none.

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

Reports: 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:

Tim Church from Brent Run Landfill complimented the Township’s new building. Tim continued by saying there was not a lot going on at the landfill this month. He said they will begin connecting the new vertical gas wells by constructing lateral gas collection lines to the wells in three to four weeks.

Tom Tithof asked if completion of the gas collection system would help reduce the odor. Tim replied “yes.”

Business:

Breathe Air Contract Extension- Supervisor Emmendorfer presented the Breathing Air System maintenance contract to the Board for approval. This is a three-year contract for maintenance of the breathing air compressor and equipment recently purchased by the fire department. The total cost is \$2,000.01 for the three-year period.

Tom Tithof made a **Motion** to approve the Breathing Air maintenance contract and pay it out of Fire Operating budget. Support for the motion was given by Linda Miller. Vote- Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer, Fred Domine (yes).

Fire and Police Building Bids- The Township recently advertised for bids on the old fire and police department buildings. Two bids were received for the two buildings and property. The bidders are: Shane Powell and Thomas Larry Leonard

Thomas Larry Leonard, 14048 Nichols Rd, Montrose, MI. Mr. Leonard bid \$56,200 for the buildings and property. His intended use is for storage and a duplex rental house.

Shane Powell, 10271 Farrand Rd, Montrose, MI. Mr. Powell bid \$75,263.00 for the buildings and property. He intends to use the buildings for storage, a work shop and to renovate the police modular building into a residence in the future. His offer contained the following terms for the purchase. He requested a five-to-seven year Land Contract at a 3% interest rate, \$3,000 down payment and \$500 monthly payments with a balloon payment at the end of the contract for the unpaid balance.

The Board discussed these two offers at length.

Fred Domine made a **Motion** to reject both bids. Support for the motion was given by Tom Tithof. Vote- Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (no), Linda Miller (yes), Mark Emmendorfer (no), Fred Domine (yes), Mary Quast (yes). Motion passed.

Tax Payment Resolution- Treasurer Mary Quast presented a Resolution addressing overpayment of property taxes by the amount of \$5 or less. Instead of spending the time to issue and mail a refund check for these small amounts the overpaid amount will be donated to the Montrose Township Park donations fund line GL 208-000-661.000.

Fred Domine made a **Motion** to adopt Resolution 18-01. "A Resolution to Address The Collection of Refunds on Taxes Over \$5" Support for the Motion was given by Tom Tithof. Vote- All yes. Resolution adopted.

Budget Amendments- Clerk Fred Domine presented the following budget amendment requests to the Board.

General Insurance Township GL 101-103-912.001- No Budget was created for this item. The budget request is for \$3,200. The money will be taken from the General Fund.

Tom Tithof made a **Motion** to budget \$3,200 for GL 101-103-912.001 Township General Insurance. 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.

Liability Insurance Township GL 101-103-912.002- The Township Liability Insurance budget needs to be increased by \$2,000.

Gary Keeler made a **Motion** to increase the Liability Insurance budget for the Township by \$2,000. The money will be taken from the General Fund. 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.

Deputy Clerk GL 101-215-704.000- No Budget was created for the Deputy Clerk. The budget amount is \$1.

Gary Keeler made a **Motion** to budget \$1 for the Deputy Clerk. Support for the motion was given by Tom Tithof. Vote- Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes). Motion passed.

Auto Insurance Township GL101-103-912.003- The Township auto insurance budget needs to be increased by \$200. The increase is to cover the cost of the Building Department vehicle.

Tom Tithof made a **Motion** to increase the Auto Insurance budget by \$200. The money will come from the General Fund. Support for the motion was given by Linda Miller. Vote- Mark Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes). Motion passed.

Fire Department General Insurance GL 205-336-912.001- The Fire Department General Insurance budget needs to be increased in the amount of \$2,500.

Linda Miller made a **Motion** to increase the Fire Department General Insurance budget \$2,500. The money will come from Fire Department Fund. Support for the motion was given by Gary Keeler. Vote- Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes). Motion passed.

Police Department General Insurance GL 207-301-912.001- The Police Department General Insurance budget needs to be increased \$2,200.

Tom Tithof made a **Motion** to increase the Police Department General Insurance budget by \$2,200. The money will come from the Police Fund. Support for the motion was given by Linda Miller. Vote- Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes). Motion passed.

Impact Capital Improvement GL 277-526-983.000- A budget was not established for this line item. Unanticipated bills for the completion of the PSA building will be paid from this General Ledger line. The suggested budget is \$125,000.

Tom Tithof made a **Motion** to establish a budget in the amount of \$125,000 for the Impact Capital Improvement line item. The money will come from the Impact Fund. Support for the motion was given by Linda Miller. Vote- Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes). Motion passed.

2017 Police Payroll Shortage- In order to a Police Department payroll shortage in the 2017, GL line 101-000-937.207 (Transfer-Out Police) needs to be increased \$25,000 and GL line 207-000-699.000 (Transfer-In Police) needs to be increased \$25,000.

Linda Miller made a **Motion** to increase the Transfer-Out and Transfer-In amounts for the Police Department in the amount of \$25,000. Support for the motion was given by Fred Domine. Vote- Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark

Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes). Motion passed.

Fire Department Equipment Budget GL 206-337-984.000- The Fire Department Equipment Fund Budget needs to be increased in the amount of \$16,751.54. This increase is to cover the cost of the new washer and dryer that was previously approved by the Board.

Tom Tithof made a **Motion** to increase the Fire Department Equipment budget \$16,751.54. Support for the motion was given by Dar Eldred. Vote- Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

City of Montrose letter of Intent- Supervisor Emmendorfer presented a Letter of Intent from the City of Montrose for the purchase of the former Township Hall, 139 S. Saginaw, Montrose, MI. The offered purchase price is \$70,000 for the building, remaining contents and associated parking lots. A copy of the Letter of Intent is on file with these Minutes. Discussion followed.

Tom Tithof made a **Motion** to accept the Letter of Intent from the City of Montrose and to begin the sale process for the property. 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

Extended Board Member Comments:

Gary Keeler inquired what was going to happen with the sale of the Old Fire Department and Police Buildings and property now that the Board has rejected the bids. Supervisor Emmendorfer said he was looking for direction from the Board before proceeding. Discussion followed and as a result the following motion was approved by the Board.

Fred Domine made a **Motion** re-advertise for bids for the Fire and Police buildings and property. The following bid restrictions must be adhered to

1. \$65,000 is the minimum bid price that will be considered
2. A Five-year Land Contract will be considered with a down payment.
Equal to 10% the bid amount, monthly payments equal to at least 1% of the original Land Contract amount and a Balloon payment for the outstanding Land Contract balance due as the final payment.

Support for the motion was given by Gary Keeler. Vote- Mark Emmendorfer (yes), Fred Domine (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes). Motion passed.

Supervisor Emmendorfer informed the Board the Township received and incentive rebate of \$10,466.40 from Consumers Energy for the LED lighting that was incorporated in the PSA building.

Citizens Time:

Dan Hill, 12483 Seymour Rd presented a Building Permit Application to Building Official Dennis Miller. Dan also commented on the Tax Overpayment Resolution adopted by the Board earlier in the meeting.

Shane Powell, 10271 Farrand Rd asked why the Board rejected both Fire/Police Department bids. Why didn't the Board negotiate with one of the bidders to complete the sale?

Supervisor Emmendorfer said the Board reserved the option of rejecting the bids in the original bid proposal and thought doing this would be most fair to both bidding parties and protect the Township's interest.

Adjournment:

Gary Keeler made a **Motion** to adjourn the meeting. Support for the motion was given by Dar Eldred. Vote- All yes. The meeting adjourned at 7:20 P.M.

Submitted by:
Fred Domine, Clerk

Fred Domine, Clerk

Mark Emmendorfer, Supervisor