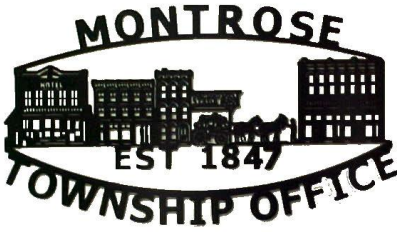


March 19, 2019



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

**Montrose Township Board Meeting
and
Public Hearing- Barber Park Concept Plan & Passport Recreation Grant**

DATE: March 19, 2019

TIME: 6 P.M.

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

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

Supervisor Emmendorfer opened the Public Hearing on the **Barber Park Concept Plan & Passport Recreation Grant**.

Supervisor Emmendorfer explained the Township is trying to acquire a \$150,000 grant through the Department of Natural Resources (DNR) Recreation Grant through the State of Michigan. The Township is responsible to match 25-percent of the grant amount. The Township's goal is to enlarge the lower-level parking lot – to help reduce parking congestion during summer activities. In addition, two cement basketball pads will be installed on the upper level of the park for use by community members. The total cost of the project is \$204,200.

Supervisor Emmendorfer asked for comments or questions from the citizens in attendance. He also asked Board members for any comments. Hearing no comments, he closed the Public Hearing for the **Barber Park Concept Plan & Passport Grant**.

Supervisor Emmendorfer opened the Regular Board Meeting.

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

Citizen's Comments: None.

Minutes: Gary Keeler made a **Motion** to approve the minutes of the February 19, 2019, Board Meeting as presented. Support for the motion was given by Linda Miller. Vote - All yes. Motion passed.

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Mark Emmendorfer – Supervisor **Steve Schlicht** – Clerk **Mary Quast** – Treasurer
Township Trustees - **Gary Keeler** - **Tom Tithof** – **Linda Miller** – **Dar Eldred**

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Treasurer's Report: Treasurer Quast provided a report on the tax settlement which was finalized March 14. She reported she did the final settlement deposit at the bank. Treasurer Quast stated, "I noticed that we collected from more parcels this year on time than we did last year. Talking with the bank, they commented other townships are having the same outcomes as well. I believe this is a reflection of the health of our community and possibly the economy."

Revenue/Expenditure Report: Supervisor Emmendorfer presented Revenue Expenditure Reports for the period ending February 28, 2019. He asked if there were any questions or concerns about the reports. No questions or comments.

Presentation of Bills: Supervisor Emmendorfer presented the bills for approval. The total for the month of February is \$162,440.44. Gary Keeler made a **Motion** to pay the bills as presented. Support for the motion was given by Dar Eldred. Roll call: Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes). Motion passed.

Reports: Fire Department Police Department Building Department Senior Center
Building and Grounds Brent Run Landfill

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

Fire department: Chief George Taylor – reported a total of 15 runs for the month of February. All the certified firefighters are coming back. The academy classes are complete and all six of the Montrose Township firefighters passed their written exam. He added, fire fighter, Trevor Shaw, is resigning effective March 14, 2019. Supervisor Emmendorfer read his letter of resignation.

Motion made by Tom Tithof to accept the resignation of Trevor Shaw. Supported for the motion by Dar Eldred. Vote - All yes. Motion passed.

Police Department: Chief Cochran provided City and Township Stats for February.

Building Department: Assessor Dennis Miller said he had two permits issued for the month.

Senior Center: The Senior Center received their new Royal Range stove and refrigerator, which was purchased with CDBG (Community Development Block Grant) funds. Director Sara Warren said they put the new appliances to good use cooking the Veterans appreciation dinner to be held on March 20.

Building and Grounds: There were three full burials and one grave that was leveled. The area is still too wet to work in.

Brent Run Landfill: Supervisor Emmendorfer informed the Board that Tim Church reported everything is the same at the landfill as it was last month. They are still working on the Saturday schedule. The “Super Saturday” dates and times discussed will provide residents an opportunity to visit the landfill 7 a.m. till 12 p.m. on Saturdays: May 4, June 1, July 6, August 3, September 7, November 30 and December 28. A flyer will be available for residents in the near future.

Supervisor Emmendorfer talked about the Township establishing a Facebook page. He invited anyone to offer input or speak with office staff regarding ideas. There is interest on the Township website, but he believes more people can be reached with Facebook. Discussion held.

Business:

Resolution on Passport Grant & Concept Plan - The total cost of the anticipated plan is \$204,400 dollars; the Township’s 25-percent match-cost would be \$54,200. The \$2,000 cost for the topographical survey is not covered by the grant. A photo of the proposed parking lot and basketball courts were reviewed. Discussion held on the use of the basketball courts.

Tom Tithof made a **Motion** to approve the **Resolution 19-03** with authorization to apply for the Passport Recreation Grant, to update the park with the money to come out of the general fund. Support for the motion was given by Dar Eldred. Roll call: Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

Planning Commission Recommendation on Rezoning – Referencing the Zoning change on Parcel No. – 13-22-300-019, from a RF, Residential Farms and R/C/ Recreational Conservation to Recreational Conservation. The Township made several attempts to acquire more information from the DNR to answer questions that were raised last month. The Planning Commission is still awaiting answers regarding questions and concerns. The Township has two options – table it again and try to get these answers or pass the rezoning recommendation. Discussion held.

Tom Tithof made the **Motion** to rezone the Parcel No. – 13-22-300-019, from a RF, Residential Farms and R/C/ Recreational Conservation to Recreational Conservation, to include an update to the zoning map. Support for the motion was given by Dar Eldred. Roll call: Linda Miller (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes). Motion passed.

Resolution on Polzin Farm P.A. 116 Request – Polzin farms have put in two P.A. 116 requests on Parcel No. – 13-02-400-009 and Parcel No. – 13-11-200-014. This a procedural process the Board needs to approve or deny. A 45-day response time is allotted to act on the request; if the Commission does nothing it will be approved automatically. It is proposed to put both requests under the same motion.

Tom Tithof made the **Motion** to approve the request from Polzin Brothers Farm, LLC, under the P.A.116 Act. Support for the motion was given by Gary Keeler. Vote - All yes. Motion passed.

Schedule of Fees – The Township’s schedule of fees is in need of an update to match Genesee County’s fee schedule. One such change is on page three regarding the addition of fingerprint services at the Montrose Township Police Department. New fees needed for fingerprinting include (specifically): CPL Fingerprinting, Vulnerable/Impaired Fingerprinting and SOR (sex offender registry). A research on the charges across the County will help the Township determine the spectrum of fees charged by other municipalities. On page four, regarding Water Fees, an update is needed to change the per-unit multiplier to match the County’s rates.

Steve Schlicht made the **Motion** to approve the changes to the fees for the Water fees and the Police fees. Support for the motion was given by Linda Miller. Vote - All yes. Motion passed.

Recommendation of Road Committee 2019 including Dust Control – The Township will continue with its improvement projects for 2019. The projects include ditch mowing, resurfacing the 12000 block of Dodge Road., resurfacing Seymour Road and Lake Road and applying chloride on the Township’s gravel roads. In addition, there will be work on road ditching – Four days using “242-money” (funding designated for local roads) on Duffield Road near Frances Road, and other areas between there and M-57. There will be six days of primary road ditching using “122- money” (funding designated for primary roads) on Elms Road north of Frances Road.

Montrose Township’s total road improvements costs will be \$396,037.12 for 2019. An amount of \$16,500 has already been approved to come out of the Impact Fee line item. The Township will receive its 50/50 payment, which is \$146,823 for 2019 from the Genesee County Road Commission. In summary, this leaves a total project cost of \$249,214.12 minus the \$16,500 out of the Impact Fee line item for an expense of \$232,714.12. This amount is to come out of the General Fund.

Gary Keeler made the **Motion** to spend \$232,714.12 for road improvements for 2019, to come out of the General Fund. Support for the motion was given by Steve Schlicht. Roll call: Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes). Motion passed.

First Reading of Dangerous Building Ordinance – Building Inspector, Dennis Miller explained the ordinance is needed to help eliminate blight and abandoned structures within the Township. This ordinance was drafted from other similar ordinances from various Townships and language from the Housing Law of Michigan, PA 167 of 1917.

Tom Tithof made the **Motion** to accept the first reading of the Dangerous Building Ordinance. Support for the motion was given by Linda Miller. Roll call: Tom Tithof

(yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

Request for Intersection light – The Township received an inquiry from a resident asking if the Township would move the old suspension street light currently in front of the old Township Fire Hall (111555 Nichols Rd.), and install one at the corner of Wilson and Nichols. Consumers Powers provided preliminary expenses for this project – to remove the Center Suspension light would cost \$1,516 and to install a new LED-bracketed light would be \$10,293. Discussion was held on the request and the expenses to possibly be incurred. No action taken on the request.

Request for Computer & Server Replacement – The Township received a notice from IT Right advising Microsoft will not support Windows 7 computers after this year. They are recommending the Township replace the computers and the server. Supervisor Emmendorfer did a survey of the computers on site and replacement of 10 Mid-range PC's are needed at a cost of \$10,290 – the one Township server at \$4,784 and four laptop computers for the Elections at \$2,816. Discussion held on paying for the computers and the need to upgrade.

Tom Tithof made the **Motion** to pay for the four laptops for the Elections, taking the \$2,816 out of line item 101-262-802. Support for the motion was given by Linda Miller. Roll call: Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes). Motion passed.

Gary Keeler made the **Motion** to pay for the Township server, taking the \$4,784 out of line item 101-103-940. Support for the motion was given by Steve Schlicht. Roll call: Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

Linda Miller made the **Motion** to purchase the 10 computers, Fire Dept 2: Township 2; Police dept 3; Parks 1; Senior center 2, taking the \$10,290 out of each respective area and to take the remainder out of the General Fund. Support for the motion was given by Mary Quast. Roll call: Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes). Motion passed.

Approval of 2019 Board Appointments – Now that Fred Domine, former Clerk, has retired Supervisor Emmendorfer reassigned committee appointments. Also, Clerk Schlicht has replaced former Clerk Domine's openings. A copy of the new Board Committees for 2019 is attached to these minutes.

Tom Tithof made the **Motion** to approve the amended board committees for 2019. Support for the motion was given by Dar Eldred. Vote - All yes. Motion passed.

Approval of BOR member – The Township appointed Gail Fikes as a member of the Board of Review. She replaces Clerk Schlicht's term, who cannot serve now that he is the

Township Clerk. It is Supervisor Emmendorfer's recommendation to appoint Gail Fikes as a regular member of the Board of Review. An alternate for the BOR will be needed in the future.

Tom Tithof made the **Motion** to appoint Gail Fikes as a regular Board of Review member. Support for the motion was given by Steve Schlicht. Vote - All yes. Motion passed.

Discussion on New Policies for Scrap Tire Program – The Township allotted \$2,000 per year for 2017, 2018, 2019 for the program. In 2017, the Township spent \$1,891 on the scrap tire disposal and \$947 in 2018. Discussion held on the program and the DNR policy changes made which limit the program.

Tom Tithof made the **Motion** to discontinue the scrap tire disposal program. Support for the motion was given by Dar Eldred. Vote - All yes. Motion passed.

Budget Amendments (if needed) Clerk - None

Extended Board Member Comments: Trustee Miller spoke on the Farmers Market – she has the food trucks lined up for this year. The program will begin Thursday, June 6, but since the Fourth of July falls on a Thursday she polled the Board whether or not to have the Farmers Market on the holiday or move it. She said the food trucks would be present during the Fourth of July fireworks or would it be better to postpone the Farmers Market? Discussion held. Trustee Miller will see if she can line up a food truck for the next week (July 11) and move the Farmers Market to the second week in July – she will let us know.

Dar Eldred – reported while driving down Duffield Road between M57 and Wilson Road (west side) he noticed someone has dumped file cabinets there. The Township will send property owner a letter to clean and remove the items.

Citizens Comments: None

Adjournment: Gary Keeler made a **Motion** to adjourn the meeting. Support for the motion was given by Tom Tithof. Vote- All yes. The meeting adjourned at 7:30 P.M.

Submitted by,
Steve Schlicht, Clerk

Steve Schlicht, Clerk

Mark Emmendorfer, Supervisor