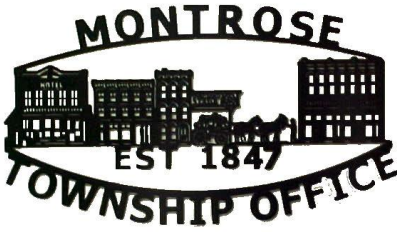


May 19, 2020



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

Montrose Township Board Meeting

DATE: May 19, 2020

TIME: 6 P.M.

Roll Call: Present- Mark Emmendorfer, Steve Schlicht, Mary Quast, Tom Tithof, Gary Keller, Dar Eldred, Linda Miller.

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

Citizen's Comments: None.

Minutes: Gary Keeler made a **Motion** to approve the minutes of the April 21, 2020, Board Meeting as presented. Support for the motion was given by Tom Tithof. Vote - All yes. Motion passed.

Treasurer's Report: Supervisor Emmendorfer asked if there were any additions to the Treasurer's Report. No questions or comments.

Revenue/Expenditure Report: Supervisor Emmendorfer presented Revenue Expenditure Reports for the period ending April 30, 2020. 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 \$239,269.16. Tom Tithof 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

Brent Run Landfill: Tim Church reported that the landfill did suspend some services due to Covid-19 concerns. The citizen dumping program resumed 5/19/2020. The have

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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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implemented some safety measures to ensure social distancing including credit card only payment with no cash being accepted. The amount of residential dumping has increased due to the stay home stay safe order. They are having a super Saturday on May 30th, 2020 from 7:00am – 12 noon.

APM Mosquito: No questions or comments.

Fire department: Chief George Taylor says business as usual but a little quiet. Supervisor Emmendorfer asked if having the MMR base at the Senior Center Annex has helped with call volume. Chief Taylor says it has, calls are down by 20% from this time last year and medicals are way down as well. Tom Tithof asked if we will be getting a report from MMR on the number of calls they are taking. Supervisor Emmendorfer stated that he had not gotten in touch with Steve or Jay from MMR at this time but he will get those numbers and have those for the board meeting next month.

Police Department: Chief Cochran provided City and Township Stats for April, he also stated he has found an officer to fill the part time position.

Building Department: Building official Rob Kehoe issued 21 total building permits and 5 zoning permits. The dump permits were also included in the report and Tim Tithof asked if Rob handles the issuing of these permits. He does not but they are on the same report software with his report. We may need to revise the report so that it only prints the building and zoning permit totals.

Senior Center: Senior Center is closed to the public, but they are still providing services to seniors. On Tuesday and Thursday seniors can call Riverside Market and place a grocery order and the Senior Center bus will pick it up and drop it off to their home. The center will be implementing new guidelines once they re-open, details are in the attached report.

Building and Grounds: There were 3 full burials and 1 cremation. 26 Graves were filled/or leveled. And 3 memorials straightened. Supervisor Emmendorfer stated that several people have mentioned to him how wonderful our cemetery looks and wanted to give kudos to the sexton and his staff. It was very much appreciated. Dar Eldred compared our cemetery to another one he visited and agreed ours is neat, clean and very well maintained.

Business:

Rezoning for Brent Run Landfill 2020-001: Motion was made to approve the 1st reading by Tom Tithof, support was given by Gary Keeler. 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.

Glass partition for from counter: A1 Glass has prepared a sketch of the glass concept for the front counter with a cost of \$1275. We need to find out if we can enforce the wearing of a face mask. Suggestions were made if a resident isn't wearing a mask, we ask them to step a few feet back. Staff at the Township will be wearing masks when citizens approach. There have been some signs ordered that state "Keep 6 foot of distance". The middle portion of the glass can be removed in the future once the Covid-19 threat is no longer a problem. Dar Eldred stated that the new glass would be beneficial for any future virus' and feels it's a good idea. Gary Keeler asked about the size of the glass. There were also questions on the type of glass, it would be tempered glass. A-1 is located in Mt. Morris, MI. A **Motion** was made by Dar Eldred to accept the concept and support for motion was given by Steve Schlicht. Supervisor Emmendorfer did mention that there were no companies in Montrose to install the glass, the glass company in town only installs windshields. 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.

I.T. Right Email Encryption for Police Dept: The police department had to upgrade their email software to Office 365 for security reasons. They are required to have email encryption for LEIN to send emails to prosecutors and outside departments. The officers would need to make weekly trips to Flint to drop off paperwork without the new email encryption. There was a one- time fee of \$600. plus and additional annual fee of \$456. with a total cost of \$1056. This fee has been paid, but was not mentioned at the last meeting.

Crack Sealant Purchase: Alex Cook from Genesee Co Road Commission is requesting that we purchase three pallets of asphalt crack sealant. The total cost would be \$6615., there would be some left over for future projects. Supervisor Emmendorfer stated that the funds should come out of the impact fee. A **Motion** was made by Dar Eldred to approval the purchase and it was supported by Tom Tithof. 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.

CTI Quote for Two Phones: When Rob Kehoe joined our team we added a phone in his office we bought up from the basement, but we don't have a phone in the basement and cell service does not work down there. We also decided to have an extra phone so that in case one of the ones we have stop working. After discussing with other board members we think we can bring the phone from the cemetery to the Township Office and disconnect the internet at the cemetery. This would save some money as well. **Motion** was made by Tom Tithof to approval the purchase and support was given by Steve Schlicht. Roll Call: Dar Eldred (yes), Linda Miller (yes), Mark Emmondorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

Willard Road Culvert: Genesee Co Road Commission has sent a proposal to replace a culvert with a cost of \$156,000. We would be responsible for 50% of that. Supervisor

Mark Emmendorfer has contacted Taymouth Township Supervisor Dennis Finn to see if he would contact Saginaw County Road Commission and see if they would share in the cost. That would bring our cost to 25%. Supervisor Emmendorfer suggest we table the motion until we hear back from the other County and Township. Tom Tithof made the **Motion** to table and motion was supported by Dar Eldred. Vote - All yes.

Watermain project at Nichols & Wilson Roads: A projected cost is \$686,596. for the project and we will be getting about \$50,000 back from what we paid Wade Trim. This project would be split with the city. Tom Tithof asked about costs not included with the estimate. Supervisor Emmendorfer said that none of the things mentioned in the “this estimate does not include the follow items” would need to be done for this project. We also have to make sure residents already tapped in will not be charged the tap in fee again. Tom Tithof suggested that we wait for the City of Montrose to see if they accept the bid. Steve Schlicht said this will be an improvement for our Township, it’s not a bad price for what we get out of it. Tom Tithof asked if the bids came in higher would we be able to vote on it again. The paperwork does say that if bid is more then 10% above estimate no award of the contract will be made. Tom Tithof made a **Motion** to approve and support was given by Dar Eldred. Gary Keeler mentioned that the estimate on the paperwork is from August 2018 so he thinks the bid may be much higher than anticipated. The money is to come from the Water Fund. 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.

Alternate Term on Zoning Board of Appeals: Supervisor Emmendorfer spoke about an alternate spot being available on the ZBA Board and Kevin Peterson who had previously served on the ZBA Board expressed interest in serving in the alternate position. The term would last until 12/31/2022. **Motion** was made by Tom Tithof to approve the appointment of Kevin Peterson support was given by Gary Keeler. Vote - All yes. Motion passed.

Budget Amendments: No amendments at this time.

Board Member Comments: None at this time.

Citizen Comments: None at this time.

Adjournment: Steve Schlicht made a **Motion** to adjourn the meeting. Support for the motion was given by Gary Keller. Vote- All yes. The meeting adjourned at 6:50 P.M.

May 19, 2020

Submitted by,
Steve Schlicht, Clerk

Steve Schlicht, Clerk

Mark Emmendorfer, Supervisor

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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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