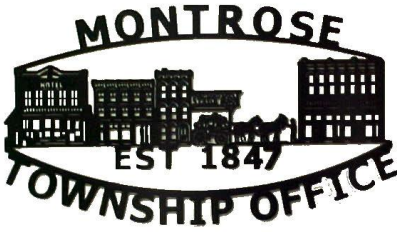


May 21, 2019



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

Montrose Township Board Meeting

DATE: May 21, 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**.

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: Supervisor Emmendorfer addressed the large crowd assembled. He said most guests were present to learn about the proposed closing of McKinley Road by Genesee County Water & Waste Services (WWS). He invited anyone with comments on anything other than the first two agenda items to speak.

There were no comments.

Minutes: Tom Tithof made a **Motion** to approve the minutes of the April 16, 2019, Board Meeting as presented. Support for the motion was given by Gary Keeler. Vote - All yes. Motion passed.

Treasurer's Report: Submitted report.

Revenue/Expenditure Report: There were no questions or comments.

Presentation of Bills: Supervisor Emmendorfer presented the bills for approval. Total for the month is \$172,344.57. Tom Tithof made a **Motion** to pay the bills as presented. Support for the motion was given by Dar Eldred. Roll call: Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Mark Emmendorfer (yes), Steve Schlicht (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:

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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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Fire department: Chief George Taylor reported that maintenance and DOT inspections on fire trucks has been performed. Three firefighters passed their “Practicals” so now all six new firefighters are certified. He added Davison-Richfield Township fire department personnel, Mr. Knight, donated two animal oxygen masks to Montrose Township Fire Department. This equipment can be used for cats, dogs or any animal in distress.

Police Department: Chief Cochran provided April police statistics.

Building Department: The Building Inspector provided his monthly statistics.

Senior Center: Trustee Tithof inquired if an assistant was hired at the Senior Center. Supervisor Emmendorfer answered, “yes.”

APM Mosquito – Brian Gramer spoke about mosquitoes to the large group of residents assembled in the audience. He said the spring treatment was a success and 1,277 pounds of larvicide was distributed throughout the Township. Mosquito spray trucks would be dispatched before the Memorial holiday weekend, as long as winds were under 10 miles per hour – that is the criteria to spray. He said there were 18 nuisance calls which APM responded to within 24 hours by spraying property barriers. He expects the number of calls to increase. He said crews will be in the Township inspecting ditches, cattails, etc.

Supervisor Emmendorfer inquired about the green stakes placed in yards. APM rep Brian Gramer said those stakes are placed there to identify homes to technicians who have given permission for APM to come on their property to spray. There are also addresses of residents who opted for “shut-offs – which means no treatment wanted.

Supervisor Emmendorfer invited questions from the audience.

A resident asked why he doesn’t see APM on Willard Road between McKinley and Marshall?

Gramer said Willard Road is on the route. All the trucks have GPS and he could look up the last visit to the area.

Building and Grounds: Report submitted.

Brent Run Landfill: Tim Church provided a brief update. On Saturday, May 4, the landfill hosted their first “Super Saturday,” which gives Saturday hours to the public. He said it was a quiet day. The next “Super Saturday,” is Saturday, June 1.

Business:

Discussion on Genesee County Water & Waste Supply Proposal (John O'Brien)

Supervisor Emmendorfer introduced John O'Brien the director of the WWS, O'Brien said the County is working on the Master Plan for WWS, which hasn't been updated in 20 years. The WWS has identified the water system in the City of Montrose off Vienna Road – as a single source. They used to operate an emergency well - they stopped using that so there is only a single water supply. Three years ago, the Township looked at extending the water line down Wilson Road to Nichols Road (Nichols and Wilson Road watermain agreement) and bringing in a loop to pick up the water supply. The Department of WWS believed this would be a good option for both communities – to give a second line to the City so they have a second water supply in case there is a water main break. The City has three options – come across the school and make a connection to Allen Drive – however, it is vulnerable to back-up or a shut down. The second option which the Township has a design for already, is to come up Wilson/Nichols Road and the third and preferred option is further down Wilson and up Duffield to bring the connection back in on Vienna. That gives the City the connection to the supply and brings water to Vienna. That's what WWS is doing with the Master Plans. The WWS personnel met with the City Council and officials are looking at their options. The WWS is working on sewer and water overlay for the entire County and considering regional approaches.

Supervisor Emmendorfer said at a previous meeting at WWS he learned the costs for the Wilson Road hook-up would be 50-percent by WWS; 25-percent by Township and 25-percent by City. So, we're looking at \$350-400,000 investment – Wilson Road residents didn't feel compelled to contribute. Supervisor Emmendorfer asked if there is grant money. O'Brien said perhaps through Rural Water, but very little since it is not an emergency need. The City, he said, can reactivate their wells or approach the Township about hooking into their design.

Trustee Tithof inquired about the current cost of such a project. O'Brien responded the cost would be shared 33-percent by all three entities.

Supervisor Emmendorfer said the Township would wait and see what decision would come from the City of Montrose. At that time the Township Board will discuss more seriously.

Discussion on Genesee County Water & Waste Proposal to Close a Portion of McKinley Road

Supervisor Emmendorfer explained Director John O'Brien is also at the Board meeting to explain the WWS's proposal to close a portion of McKinley Road near the Anthony Ragnone Sewer Treatment Plant.

O'Brien began by stating there is no formal decision as of yet. He is providing information to the Board members and residents the possible road closure effects. The project of closing the road dates back 30 years. The concept of closing a portion of

McKinley Road led to the construction of Kewahdin Road. Today, with current Homeland Security evaluations, it was determined WWS has a significant amount of chemicals at the treatment plant for operation. It was also identified that the treatment plant has a public road running down the middle of the facility which could leave the facility vulnerable to attack. The WWS met with the Genesee County Road Commission (GCRC) and the initial request was to close McKinley from Farrand to Kewahdin. The GCRC suggested closing all the way to the property limit on the south, just north of the bridge and also Farrand Road. The County owns all of the property surrounding both sides of the road. At this time, no requests have been made to GCRC. The WWS is looking at options and considering what the Township and property owners would be willing to support.

If WWS were to be granted the road closure, then GCRC would have to pave and finish Kewahdin Road and make final improvements to Marshall Road.

Supervisor Emmendorfer stated the Township put a significant amount of money into Marshall Road about a year ago. A three-inch overlay was installed. Currently Marshall Road dead ends at Vienna Road – it's a dangerous intersection with the existing amount of traffic and doubling it up by rerouting the McKinley Road traffic would be even more detrimental. Supervisor Emmendorfer also stressed this road closure would delay the public safety/fire/police response time by a mile-and-a half to residents in this vicinity. He asked O'Brien to come up with a different plan. He stated the Township Attorney confirmed the GCRC has the final say regarding the closure. Supervisor Emmendorfer consulted the GCRC president and two board members who assured him and the Township Board they would not make any decisions the residents did not support. O'Brien stated he is seeking input to find a solution for all parties involved.

Trustee Keeler inquired about truck traffic leaving the sewage treatment plant. O'Brien stated the facility entrance would remain on McKinley Road.

Trustee Tithof inquired if WWS owned all the property on both sides of Farrand Road, all the way to Marshall. O'Brien responded "yes."

Supervisor Emmendorfer invited comments from the audience.

Residents who shared important comments were: Jeff Byers, Shawn McGrandy, Jerome Yancho, Sheila Byers, John Pavlock, Alice Ellis, Melanie Newton, Joe Taylor, Roman Fodchuk, Corey Burges, Brian Miller.

Key points of discussion by residents:

- Families have owned land in the area for more than 130 years
- When WWS was built in 1974 it was guaranteed to residents to be allowed to pass through the sewer plant
- Past discussions with former 48th District Rep Rick Hammel and Anthony Ragnone promised residents to allow McKinley Road to remain open

- Residents tolerate sewage plant smells
- Public Safety response time from fire/police/ambulance would be delayed to residents if road closure takes place
- Opposition to sewage plant
- The McKinley Road bridge is not maintained by WWS as residents believe it should be
- Heavy trucks have caused road damage
- Farrand Road is not maintained and there are no houses, can't the facility be moved to that road
- Montrose does not seem to be a terrorist target/Homeland Security issue
- Closing the road would cause residents longer drive to town
- If this is a Homeland Security issue will the sewer plant on Linden Road be blocked off
- In the early 1990s there once was a security guard who guarded the plant. Can't that be re-instated
- Who would pay for the road re-routing
- The use of McKinley road going to/coming from Birch Run
- Inquiries made about master plans to expand the sewage plant
- Improvements and paving of Kewahdin Road
- Safety or speed bumps an option to slow down traffic
- Deer population
- Bus route for school children
- Statistics on collisions near treatment facility
- Bridge inspection

O'Brien addressed all concerns. He added the sewage treatment plant is getting a new brick façade and roof. There are no plans in place for any type of expansion. He summarized if the process continues to move forward the WWS would need to make a formal request to the GCRC and get support for that request from the Township. If both were received, then the GCRC would require a Public Hearing to be held. This meeting simply was to hold an informal discussion.

Residents asked O'Brien what his decision is, based on discussion held at this meeting. O'Brien stated he is planning to go back to the drawing board.

McKinley Road residents thanked Supervisor Emmendorfer for his support on this issue.

Blueberry Committee Request to use Barber Park for Rubber Duck Race Supervisor Emmendorfer said the request is actually from the Montrose Area Chamber of Commerce, not the Blueberry Committee. The Chamber is requesting to have a Rubber Ducky Race on Sept. 1 and launch from Barber Park boat launch site.

Tom Tithof made a **Motion** to grant and approve the request for a Montrose Chamber of Commerce sponsored Rubber Ducky Race on Sept. 1, once clearance from the

Department of Natural Resources (DNR) is granted. Support for the motion was given by Dar Eldred. Vote- All yes. Motion passed.

First Reading of Amended Public Works Ordinance/General Provisions 50.03 Rental Property

Supervisor Emmendorfer introduced the Public Works Ordinance drafted by the Township Attorney and said Treasurer Quast has details.

Treasurer Quast said often property owners state they are not responsible for delinquent water or sewer bills when their renters do not pay. Renters will say they are not responsible. In order to protect the Township, this ordinance language will cause the owner and tenant to be responsible; or they can come up with their own agreements separate from the Township.

Trustee Keeler inquired how long do delinquent water bills go on? Treasurer Quast said she mails friendly reminders, then the next month they get another letter; and then a final and third letter states the water could be turned off. Letters are sent to owners and renters.

Board member discussion centered on the Township's role in delinquent water/sewer bills.

Gary Keeler made a **Motion** to accept the first reading of the Amended Public Works Ordinance 50.03 Rental Property Responsibility. Support for the motion was given by Tom Tithof. Roll call: Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

Amend Fee Schedule Utility Disconnection/Restoration and Administrative Fee

Supervisor Emmendorfer said Treasurer Quast sends certified letters to delinquent water/sewer customers. There are various fees associated with turn-on, turn-off of water/sewer. Quast said delinquent customers typically enter a payment or hardship plan.

This is the new proposed schedule of fees:

\$7 shut off water- requested – paid to County

\$3 shut off water- requested - Admin fee – paid to Township

\$5 restoration water – requested – paid to County

\$5 restoration water - requested – Admin fee – paid to Township

\$7 shut off water – delinquent – paid to County

\$23 shut off water - delinquent – Admin fee - paid to Township

\$5 restoration water – delinquent – paid to County

\$25 restoration water - delinquent – Admin fee - paid to Township

\$500 restoration sewer – paid to County
\$20 restoration sewer - Admin fee - paid to Township
Trustee Tithof inquired where fines and fees collected go to? Treasurer Quast said they go to the General fund. Administration fees always go to General Fund and everything else goes to the Water account.

Tom Tithof made a **Motion** to add the utilities disconnection/restoration and administrative fees to the Montrose Township Fee Schedule. Support for the motion was given by Steve Schlicht. Vote - All yes. Motion passed.

Trustee Tithof requested the new fees which will be put into effect, be sent to all water/sewer customers so they are properly informed of the new fees.

Policy Regarding Utility Payment Plans - Treasurer Quast explained the payment plan options, requirements and guidelines for delinquent water and sewer customers. Reasons for qualifying for a payment plan vary – sickness, hospitalization, job lay-off, etc. She stated payment plans reduce delinquencies and the numbers of delinquent accounts has decreased.

Gary Keeler made a **Motion** to support the adopt the Utility Payment Plan Policy for Montrose Township water/sewer customers. Support for the motion was given by Dar Eldred. Vote- All yes. Motion passed.

Bids Senior Center Annex – Furnace and Plumbing – Supervisor Emmendorfer said three bids have been received. He reported the Senior Center Annex has been gutted and now is the opportune time to switch the old furnace to forced air.

Dee Cramer Bid = \$17,976
Action Plumbing and Heating = \$14,500
Staley's = \$11,900

Supervisor Emmendorfer contacted the three companies. Staley's lower price was due to the bidding of a single-stage furnace only – and the exhaust fans and electrical were not included. Staley's said the bid could be amended to include the items missing at a new bid proposal of \$13,810.

Trustee Tithof asked if the Township had work done by Staley's in the past? Supervisor Emmendorfer said, "yes."

Gary Keeler made a **Motion** to award the bid to Staley's at a cost of \$13,810, for the new furnace and air conditioner at the Senior Center Annex. Support for the motion was given by Tom Tithof. Roll Call: Gary Keeler (yes), Dar Eldred (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes). Motion passed.

Supervisor Emmendorfer introduced the bid for the plumbing portion to be performed at the Senior Center Annex.

**Action Plumbing and Heating = \$3,580
Staley's = 3,678**

Supervisor Emmendorfer stated he believes it would be best to keep the same subcontractor for the plumbing work. Trustee Keeler agreed.

Gary Keeler made a **Motion** to accept the plumbing bid from Staley's at a cost of \$3,678 for the Senior Center Annex. Support for the motion was given by Steve Schlicht. Roll call: Dar Eldred (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

Supervisor Emmendorfer said it is a possible goal to use a portion of the unused Senior Center Annex building to offer an ambulance company such as MMR, a permanent base. If we can offer that, they'll offer 24/7 service to the Township.

Willard Road Bridge over Pine Run Creek Maintenance – Supervisor Emmendorfer said the Genesee County Road Commission sent the Township a request. The structure is in good shape but perpetual maintenance is needed for longevity such as an epoxy overlay on the bridge deck. These figures are for the fiscal year 2022. Bridge funding on local roadways is 50-percent of the local share of the total project cost. Here is the breakdown of the cost:

Bay Region Local Bridge Program Funds	\$15,200
GCRC	\$ 1,200
Montrose Township	<u>\$ 1,200</u>
Total Project Cost	\$17,600

Tom Tithof made a **Motion** to provide a letter of support to the Genesee County Road Commission in favor of the Willard Road Bridge over Pine Run Creek maintenance at a Township cost of \$1,200 from the General Fund. Support for the motion was given by Gary Keeler. Roll call: Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes). Motion passed.

Supervisor Emmendorfer announced the Township received a letter from State Treasury Department indicating the Audit of Minimum Assessing Requirements (AMAR) review plan submitted was accepted. He credited Dennis Miller with preparing the plan.

Supervisor Emmendorfer said Michigan Municipal League acknowledged and awarded Montrose Township for outstanding dedication to employee health and safety loss control. The Township received a Loss Control Achievement Award. He said this is especially important when related to our police officers who risk their lives and could get hurt on the job. They have performed in an exceptional manner to be injury-free and safe.

Budget Amendments (if needed) Clerk – No amendments at this time.

Extended Board Member Comments: None

Citizen's Comments: A resident inquired where the Willard Road Bridge was located? Supervisor Emmendorfer said it is between Morrish and Elms Roads.

Another resident spoke in favor of the Township adopting the policies related to delinquent water/sewer accounts.

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 7:30 p.m.

Submitted by:
Steve Schlicht, Clerk

Steve Schlicht, Clerk

Mark Emmendorfer, Supervisor