



Montrose Charter Township
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Montrose Township Board Meeting

DATE: October 20, 2020

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. All present.

Agenda Approval: Supervisor Emmendorfer requested approval the agenda.

A **Motion** was made by Gary Keeler to approve the agenda. Support for the motion was given by Dar Eldred. Vote – All yes. Motion passed.

Citizen's Comments: None

Minutes: Supervisor Emmendorfer asked if there were any corrections or questions about the September 9, 2020 Budget and Millage meeting and the regular Board Meeting held on September 15, 2020. There were no questions. A **Motion** was made to approve the September 9 and September 15, 2020 meetings by Gary Keeler. Support for the motion was given by Dar Eldred. Vote - All yes. Motion passed.

Treasurer's Report: Treasurer Mary Quast stated that she will be adding a breakdown of winter tax billing abbreviations to the resident tax bill mailings in leu of the burn permit, our previous burn permit does not expire until 12/31/2021 so there isn't a need to add one this year. This will help our residents understand where their tax money goes. Also, she stated that only 12% of the 2019 taxes stayed in Montrose Township.

Revenue/Expenditure Report: Board Members reviewed the Revenue/Expenditure report there were no questions.

Presentation of Bills: Supervisor Emmendorfer presented the bills for approval. Total for the month is \$192,480.27.

Dar Eldred made a **Motion** to pay the bills as presented. Support for the motion was given by Linda Miller. Roll call: Steve Schlicht (yes), Mary Quast (yes), Tom Tithof

(yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes).
Motion passed.

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

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

Brent Run: Supervisor Mark Emmendorfer talked with the landfill manager Tim Church. Tim reported everything is running fine at the landfill and he has nothing additional to report.

APM Mosquito: There was nothing submitted from APM for the meeting.

Fire Department: Chief George Taylor reported there is a Fire Fighter Academy in progress right now with 19 students that is going well and he is pleased with the progress so far. Supervisor Emmendorfer asked if there were any students that will be joining our department, Chief Taylor said there were none at this time.

Police Department: Police Chief Jamie Cochran said there was nothing to add at this time.

Building Department: There was a total of 8 permits for a total of \$2,945. in fees with a total construction value of \$500,066.

Senior Center: Supervisor Emmendorfer asked if there were any questions about the report Director Sarah Warren submitted, there were no questions.

Business:

2nd Reading Ordinance 003-20 ORV Ordinance. A **Motion** to approve was made by Gary Keeler. Support for the motion was given by Linda Miller. 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.

Resignation of Firefighter. Zachary Jennings had to resign but he does plan on coming back in the future and Chief Taylor stated he would take him back if and when he reapplies. A **Motion** was made by Dar Eldred to accept the resignation of Zachary Jennings. Support for the motion was given by Linda Miller. Vote – All Yes. Motion passed.

Wilson Road Water Main Agreement. There were five bids presented and the lowest bid was received by Diponio Contracting from Shelby Township MI at \$818,700. There were several bids over the \$1 million dollar mark, Supervisor Emmendorfer stated that he feels we were fortunate to get the bid from Diponio at \$818,700. This was actually

approximately 19% higher than the original suspected price so we have to bring this back for approval. Our cost will be \$367,450. Supervisor Emmendorfer suggested that the funds come out of the Water Fund that we have invested with Flagstar, there is very little interest being made on the \$400,000 that is in that account.

A **Motion** was made by Gary Keeler to approve. Support for the motion was given by Dar Eldred. Tom Tithof asked if the funds were due before the project is started or after it is completed. Supervisor Emmendorfer stated it could be financed but we do have the funds to pay for the project at this time so he feels it is best to do that. The City of Montrose approved their portion on October 15, 2020. 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.

Professional Service Bids Senior Center. Supervisor Emmendorfer stated that at the last meeting he presented a bid from Spicer’s which the board felt was a high. Supervisor Emmendorfer put the jobs out for bids. Spicer’s bid came in the same, the other two bids received were from NJB out of Flushing MI who would like to conduct a study to determine the cost of the job. They feel the project may be more involved and cost more than we anticipated. The other bid was from Gazall Lewis from Flint MI at \$9,500. A **Motion** was made to accept the bid from Gazall Lewis not to exceed \$10,700 by Gary Keeler. Support for the motion was made by Dar Eldred. 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.

Resolution Authorizing Issuance of Capital Improvement Refunding Bond.

Supervisor Emmendorfer stated that we had hoped to refinance the bond at about 2.25% or maybe 2% from the original 3.5% and we were able to secure 1.6% with Huron Community Bank which is a savings of about \$1.25 million over the next 15 years. A **Motion** to accept the resolution was made by Gary Keeler. Support for the motion was given by Dar Eldred. Roll Call – Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed. A **Motion** to transfer \$500,000 from the Impact Fund to fund 370-906-995 was made by Gary Keeler 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.

Johnson Controls Planned Service Extension.

Supervisor Emmendorfer stated that we had a contract with Dee Cramer for our air conditioning/heating unit but that does not cover anything inside the building. He asked Johnson Controls to submit a bid for mechanical service to cover both outside and inside our building. We did get a quote from Dee Cramer to fix the humidity problem in the building of \$12,274, Johnson Controls can fix the problem by replacing a Rawl value for \$490.00. We also have a motor in our heating and cooling system that may need to be replaced. Dee Cramer quoted \$3,342.00 and Johnson Controls offered to rebuild what we

have but there isn't a quote yet. Supervisor Emmendorfer would like us to go into an agreement with Johnson Controls to fix the problems. We currently have an agreement with Dee Cramer for \$1,500 to maintain the outside of the units and we also have an agreement with Johnson Controls to maintain the inside of the units for \$3,000. We would go with a two-year contract for \$7,245.00, \$1,500 for the remainder of 2020 and \$5,945.00 for 2021. Garry Keeler made a **Motion** to contract with Johnson Controls for the rest of 2020 and 2021. 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.

Policy & Procedure Manual Change. Supervisor Emmendorfer stated that the 25% buy out option mentioned in last month's meeting is in the police contract and they would like to leave it as is until that contract expires. He would like to offer new employees coming in \$6,000 per year to opt out of the insurance instead of it being a percentage. There was some discussion about adding it to the wages on the budget paperwork. A **Motion** was made by Tom Tithof to add the opt out amount into the budget breakdown each year. Support for the motion was given by Gary Keeler. Roll call – Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (no). Motion passed.

Budget Amendments: None

Extended Board Member Comments:

Supervisor Emmendorfer shared some information about a problem at the Senior Center Annex. There is a sewer line that is original from back in the 1960's that is corroded. We have had it cleaned 3 times and it is a reoccurring problem. We had Mid-State Sewer come out and they told us about the corrosion and he suggested a procedure that will grind the rust off the line for about \$800 - \$1,200. There is another company that will provide the same service but they will spray and epoxy that would cost between \$4,000 and \$8,000. We have already spent a lot of money to try and fix this problem so we would like to solve this issue permanently. A **Motion** to hire Mid-State Sewer was made by Dar Eldred support for the motion 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.

Supervisor Emmendorfer reminded the board that Halloween is October 31st and wanted to see if we should officially set hours from 5pm to 7pm. After discussion a **Motion** to set hours from 5:30-7:30pm October 31st was made by Gary Keeler and support for the motion was given by Steve Schlicht. We also suggest that the CDC guidelines be followed by the trick or treaters and those handling out treats. Vote – all yes Motion passed.

Linda Miller mentioned that this would be her last meeting as a board member. She is not running for reelection and thanked the board for all the support over the last 8 years. Supervisor Emmendorfer thanked her for her service to Montrose Township.

Citizen's Comments: No Comments

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 7:03 p.m.

Submitted by:
Steve Schlicht, Clerk

Steve Schlicht, Clerk

Mark Emmendorfer, Supervisor

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