



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

## Montrose Township Board Meeting

**DATE:** NOVEMBER 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. All present.

**Agenda Approval:** Supervisor Emmendorfer asked if there were questions or additions on the agenda.

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

**Citizen's Comments:** There were no comments.

**Minutes:** Supervisor Emmendorfer asked if there were any corrections or questions about the Oct. 15, 2019, Board Meeting minutes. There were no questions.

Gary Keeler made a **Motion** to approve the minutes of the October 15, 2019, Board Meeting. Support for the motion was given by Linda Miller. Vote - All yes. Motion passed.

**Treasurer's Report:** Treasurer Quast said Winter Tax bills are ready to go to the printer. She is investing some of the Township money into various CDs to take advantage of the percentage rates.

**Revenue/Expenditure Report:** Tom Tithof inquired about the "sale of assets?" Supervisor Emmendorfer said a Township police car was sold for \$4,050.

**Presentation of Bills:** Supervisor Emmendorfer presented the bills for approval. Total for the month is \$450,041.44

Tom Tithof made a **Motion** to pay the bills as presented. 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.

**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:** Tim Church was absent.

**APM Mosquito:** Mosquito season has ended.

**Fire Department:** Chief George Taylor reported the department has ordered the SCBA packs. (Self-Contained Breathing Apparatus)-

**Supervisor Emmendorfer** thanked Chief Taylor and his department for assisting with the vaping and addiction presentation sponsored by Genesee County Prevention Coalition.

**Police Department:** Chief Cochran is on vacation. Supervisor Emmendorfer said there were some high-profile drug arrests which are pending prosecution.

**Building Department:** Monthly statistics for November were reviewed.

**Senior Center:** Supervisor Emmendorfer said the Senior Center hosted its annual flu shot clinic and on Halloween local Latchkey children played bingo with seniors. In addition, there was a costume and pumpkin-carving contest. The interior of the Senior Center was painted by Director Sara Warren and several volunteers. The annual Harvest Dinner is Nov. 20.

**Building and Grounds:** The Cemetery had three burials, four foundations were installed, two trees were removed, and three graves were leveled.

**Business:**

**Resolution 19-06 to Opt-Out Health- 2020:**

Supervisor Emmendorfer presented Resolution 19-06 which focuses on limitations on health care expenditures for Township employees for 2020.

A **Motion** was made by Tom Tithof to approve Resolution 19-06 regarding the opt-out choice on health care for Township employees. Support for the motion was given by Linda Miller. Vote- All yes - Motion passed.

**Meeting and Holiday Schedule for 2020:** Supervisor Emmendorfer presented the 2020 meeting and holiday schedule for 2020 to the Board.

A **Motion** was made by Tom Tithof to accept the 2020 meeting and holiday schedule for the Township, Senior Center and Police Department. Support for the motion was given by Dar Eldred. Vote- All yes- Motion passed.

**Planning/ZBA/Review Board Appointments:** Supervisor Emmendorfer said resident Larry Averill requested to serve on the Board of Review to finish the existing term by Steve Schlicht who cannot serve because of his capacity as Clerk.

Tom Tithof made a **Motion** to allow Larry Averill to serve on the Board of Review to finish the remainder of Clerk Schlicht’s term. Support for the motion was given by Dar Eldred. Vote- All yes. Motion passed.

Supervisor Emmendorfer stated the Planning, Zoning Board of Appeals and Review Board appointments for 2020 will include changes, renewals and new appointments.

Board members discussed the various committees and appointments.

Gary Keeler made a **Motion** to re-appoint Harry Powell and Bill Stroup to the Planning Commission; to appoint Robert Lannoy and Fred Domine to the ZBA, and Larry Averill to the Board of Review. Support for the motion was given by Steve Schlicht. Vote- All yes. Motion passed.

**Township Board Committees for 2020:** Supervisor Emmendorfer presented the chart of committees for 2020. Board members reviewed the document.

Tom Tithof made a **Motion** to accept the 2020 Board Committees. Support for the motion was given by Linda Miller. Vote- All yes. Motion passed.

**Camera System for Senior Center Annex –** Supervisor Emmendorfer explained to the Board the new Senior Center Annex will be equipped with a camera system for security and safety. Here are the bid proposal results:

<b>CTI</b>	<b>\$11,141.34</b>
<b>MID-MICHIGAN</b>	<b>\$6,840</b> (BID COMPARABLE TO scope of CTI) <b>\$7,504</b> (BID BASED ON MID-MICHIGAN’S method of installation)
<b>SUPERIOR AVC</b>	<b>\$10,692.98</b> (BID COMPARABLE TO scope of CTI) <b>\$17,645</b> (BID BASED ON SUPERIOR’S method of installation)

Board Members spent time discussing the camera/security needs at the new Senior Center Annex.

Dar Eldred made a **Motion** to accept the bid from Mid-Michigan in the amount of \$7,504 to install a camera system at the Senior Center Annex. Support for the motion was given by Mary Quast. 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.

**Health Care Options for Employees** – Supervisor Emmendorfer explained to the Board how a change in the Health Care Coverage has been researched and results indicate better coverage can be obtained at a decreased cost for the Township. He is seeking the Board’s permission to pursue searching for a new health care benefit plan.

Tom Tithof made a **Motion** to accept allow a change in the health care protection for Township and Police Department employees. Support for the motion was given 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.

**Drainage Project for 14,000 Block of Duffield Road** Supervisor Emmendorfer said this project has been in the works for the past five years to find a solution for this parcel in regards to an overflow of ditch water and flooding issues. Raising the area and reshaping the landscape of the parcel will require Genesee County Road Commission’s collaboration.

An engineer’s bid to install a storm sewer/underground tube to drain into the road ditch and route it to discharge into a nearby wooded area was provided to the Township at an estimated cost of \$32,610.

Another option Supervisor Emmendorfer offered to Board Members to consider was to check with other local contractors to find an option at a lower price. Board members discussed DEQ permits, easements, inspections, frost/mud conditions, and engineering factors concerning the project.

Gary Keeler made a **Motion** to have Montrose Township request the Genesee County Road Commission to go out for bids on this project. Board members discussed options further.

Trustee Keeler **Withdrew his Motion.**

Dar Eldred made a **Motion** to begin the project as soon as possible, obtain at least three bids from local contractors and accept the lowest bid which shall not exceed \$33,000. The Impact Fee Fund will be used for the project. Support for the motion was given by Steve Schlicht. 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.

**Senior Center Annex Update** Supervisor Emmendorfer provided an update on the Senior Center Annex project. He summarized the timeline regarding the money the Board allocated through the motions passed since its purchase in January, 2019. To date \$57,488 has been spent on the renovations.

Supervisor Emmendorfer recapped the remaining projects needed in order to complete the Senior Center Annex renovation.

Gary Keeler made a **Motion** to proceed with the renovation project using funds from the Impact Interest Fund not to exceed \$60,000. 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.

**Budget Amendments:** There were three budget amendments presented by Supervisor Emmendorfer.

**First Budget Amendment**

Supervisor Emmendorfer stated \$9,125 needs to be transferred to GL# 101-103-805-000 for asbestos removal related to the demolition of the house on Nichols Road. This project is funded through CDBG (*Community Development Block Grant*) grant money and will be replaced once a refund is received from the County.

Tom Tithof made a **Motion** to transfer \$9,125 out of the General Fund and move it to GL # 101-103-805-000 (professional services) - for the purpose of asbestos removal on the CDGB project on Nichols Road. 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.

**Second Budget Amendment**

Supervisor Emmendorfer said the recent \$5,700 tornado siren repairs caused a disruption in the normal maintenance schedule. A delay in the scheduled maintenance timeline requires a transfer of \$8,000 from the General Fund to Line Item #101-451-931-000 to cover the additional tornado siren expenses.

Tom Tithof made a **Motion** to transfer \$8,000 from the General Fund to GL#101-451-931-000 for the purpose of tornado siren maintenance expenses. 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.

**Third Budget Amendment**

The last budget amendment presented by Supervisor Emmendorfer was for Building and Grounds wages in the amount of \$17,000 to be transferred from the General Fund to GL# 101-265-702-000. An error in the original 2019 budget projection and an increase in the Building and Grounds employees working on the Senior Center Annex renovations generates the need for the increase.

Gary Keeler made a **Motion** to move \$17,000 from the General Fund to GL# 101-265-702-000 to increase the wages for Building and Grounds. Support for the motion was given by Linda Miller. 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.

**Extended Board Member Comments:** There were no Board Member comments.

Supervisor Emmendorfer shared news about Grand Blanc resident and pavilion renter Donald Torline’s \$50 cash donation toward Barber Park. Mr. Torline expressed his pleasure at the park’s beauty and upkeep. Township staff wrote him a thank you note for his kindness.

Supervisor Emmendorfer shared a letter he wrote to Flushing City Manager Brad Barret regarding the award of the FEMA grant to the City of Flushing and Montrose Township Fire Department which will enable the purchase of 44 SCBA kits. The Township’s commitment of contributing funds is not to exceed \$16,480.89.

**Citizen’s Comments:** There were no comments.

**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 7:11 p.m.

Submitted by:  
Steve Schlicht, Clerk

---

Steve Schlicht, Clerk

---

Mark Emmendorfer, Supervisor