



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

Montrose Township Board Meeting

DATE: December 15, 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, Coetta Adams, Gerald Cook.

Agenda Approval: Supervisor Emmendorfer requested approval of the agenda.

A **Motion** was made by Gary Keeler to approve the agenda. Support for the motion was given by Tom Tithof. Roll call - Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cook (yes), Mark Emmendorfer (yes). Motion passed.

Citizen's Comments: None

Minutes: Supervisor Emmendorfer asked if there were any corrections or questions about the November 10th, 2020 regular board meeting minutes. A **Motion** to approve the minutes was made by Tom Tithof. Support for the motion was given by Gary Keeler. Roll call - Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cook (abstain), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

Treasurer's Report: Treasurer Quast stated that things are going very smoothly with online payments and this will help residents to pay on time.

Revenue/Expenditure Report: There were no questions.

Presentation of Bills: Supervisor Emmendorfer presented the bills for a total of \$149,529.37. A **Motion** to pay the bills as presented was made by Gary Keeler. Support for the motion was given by Tom Tithof. Roll call – Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cook (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

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Mark Emmendorfer – Supervisor **Steve Schlicht** – Clerk **Mary Quast** – Treasurer
Township Trustees - **Gary Keeler** - **Tom Tithof** – **Coetta Adams** – **Gerald Cook**

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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 has nothing to add for Brent Run Landfill. He did mention if there were any questions about the landfill to contact him and he would get in touch with Tim Church.

Fire Department: Chief Taylor didn't have anything to add. Tom Tithof asked the Chief Taylor if his department would be getting the Covid-19 vaccine. He replied that all of his staff has decided not to get the vaccine at this time.

Police Department: Police Chief, Jamie Cochran stated that 5 of his staff will take the vaccine and 4 will not take it at this time. There was a question from the new board member Gerald Cook about what a "property inspection" listed on the report was. Chief Cochran explained that his officers will check local businesses at night to make sure things are in order.

Building Department: Tom Tithof noticed that there was a building permit for Verizon and he was wondering if we would be getting better reception in the future. Supervisor Emmendorfer will ask Rob Kehoe for an update.

Senior Center: Supervisor Emmendorfer stated that one employee was exposed to Covid-19 so she is off for 10 days.

Business:

Approval of Quote for HVAC Blower Motor

Supervisor Emmendorfer presented the quote from Dee Cramer for \$3,442 and Johnson Controls for \$2,597 The unit is making a lot of noise but it is still working. He would like to have it fixed before it stops working. Gerald Cook asked if you can hear the noises inside the office, you cannot unless your window is open in the summer. Steve Schlicht also noticed the very loud noise. Gary Keeler made a **Motion** to accept the bid from Johnson Controls for \$2,597 and to take the money from the general fund for a new motor. Support for the motion was given by Tom Tithof. Gary Keeler did ask if the motor could be rebuilt and Supervisor Emmendorfer stated that he was told it needed to be replaced. Gerald Cook also mentioned that newer motors normally could not be rebuilt but would need to be replaced. Roll call - Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cook (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

Approval of Miss Dig Invoice

Supervisor Emmendorfer presented the invoice from Miss Dig for \$1,031.79 and stated that in the past we were covered under Genesee Co Water and Waste but now they are

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charging each unit of government separately. The supervisor did contact the Miss Dig office and see if we could get a lower rate but he was told this was the lowest rate we could get. The cost is based on population and SEV value and this is an annual fee. A **Motion** was made by Tom Tithof to pay the invoice from the general fund. Support for the motion was given by Gary Keeler. Roll call – Gary Keeler (yes), Coetta Adams (yes), Gerald Cook (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes). Motion passed

Approval of Cemetery Tree Damage Invoice

Supervisor Emmendorfer stated that on November 15, 2020 there was a wind storm that caused a tree to break and block the road in the cemetery. We received bids from Powell and Son's Tree Service and Up A Tree both from our community. The amount of \$1,450 was more than we could approve, but it was an emergency situation. Mark Emmendorfer and Steve Schlicht approved the bid but they still need to present it to the board. There were no questions. A **Motion** was made by Tom Tithof to approve the cost of the tree removal for \$1,450. by Powell and Sons Tree Service. Support for the motion was given by Gary Keeler. Roll call - Coetta Adams (yes), Gerald Cook (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

Master Plan Update

Supervisor Emmendorfer stated that according to the Master Plan policies you are supposed to update every 5 years. It has been 11 years since we have updated ours. We did however update our Park and Recreation plan in 2019 but not the Master Plan. Spicer Group has produced our previous plan and also the Park and Recreation plan in 2019. Supervisor Emmendorfer was in contact with Rob Eggers who submitted a quote of \$17,000. Gary Keeler said for the cost he feels the Township should check with some other companies before going with Spicer. He suggested Wade Trim or Rowe Incorporated. Tom Tithof suggested that we just do a minimal update and not a total new Master Plan. It will take about 8 to 10 months to complete and it would not be started until around March. Supervisor Emmendorfer suggested that Rob Eggers from Spicer Group come to the January Board Meeting to answer any questions. It was suggested The Master Plan update will be tabled until the next meeting and the members of the Planning Commission also come to the next board meeting. A **Motion** was made by Gary Keeler to table this issue until the next board meeting. Support for the motion was given by Gerald Cook. Roll call - Gerald Cook (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes). Motion passed.

Police Department Tactical Vest Update

Chief Cochran told the board that some other departments use these new tactical vests due to comfort. They are easy to take on and off, they are light weight so they are more comfortable in the summer. The officers would still wear their gun belt, but all their other gear would be stored in the vest. The chief presented the idea to Supervisor Emmendorfer who suggested that we approach Tim Church from Brent Run Landfill for

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a donation to purchase the new vests. Tim Church came to our offices and tried on the vest and then presented the information to his superiors asking for the donation. It was approved by Brent Run Landfill, but they will be paying in 3 or 4 increments when they pay their impact fee to the Township. The money would come out of the General Fund if there isn't enough money in the equipment fund. A **Motion** was made by Gary Keeler to purchase the vests for \$5056. Support for the motion was given by Coetta Adams. Roll call - Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cook (yes). Motion passed.

Budget Amendments:

None

Extended Board Member Comments:

Supervisor Emmendorfer discussed the using of the Community Development Block Grant (CDBG) 2022-2024 money to resurface Marshall Road from Farrand Road to Lake Road. A **Motion** was made by Gary Keeler to use the funds for this project. Support for the motion was given by Coetta Adams. Roll call – Steve Schlicht (yes), Mary Quast (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cook (yes), Mark Emmendorfer (yes). Motion passed. Tom Tithof asked for the two new board members to introduce themselves to the board. Gerald Cook said that he works for Millington Community Schools as a bus mechanic, he is a township resident and wanted to be involved in his community. Coetta Adams told the board that she is retired from the Genesee County Road Commission but does contract work for a software company, she is also on the school board.

Citizen's Comments: No Comments

Adjournment: Gary Keeler made a **Motion** to adjourn the meeting. Support for the motion was given by Gerald Cook. Vote - All yes. The meeting adjourned at 7:04 p.m.

Submitted by:
Steve Schlicht, Clerk

Steve Schlicht, Clerk

Mark Emmendorfer, Supervisor