

January 18, 2022



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

## Montrose Township Board Meeting

**DATE:** January 18, 2022

**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 Cole.

**Agenda Approval:** No changes to the agenda.

A **Motion** was made by Tom Tithof to approve the agenda. Support for the motion was given by Gerald Cole. Vote - All yes. Motion passed.

**Citizen's Comments:** No citizens comments

**Minutes:** Supervisor Emmendorfer asked if there were any corrections or questions about the December 21, 2021 Board Meeting minutes. None was mentioned.

A **Motion** was made by Gary Keeler to approve the minutes of the December 21, 2021 Board Meeting. Support for the motion was given by Tom Tithof. Vote - All yes. Motion passed.

**Treasurer's Report:** Treasurer, Mary Quast shared that we have 397 water and sewer accounts, of the 397 accounts only 110 were delinquent. She has been working with residents on getting delinquent accounts cleaned up. Some residents are using payment plans to pay off their accounts. Tom Tithof asked if we were charging interest on the payment plans. Mary let Tom know that interest is not added and that she provides this service to help out the residents.

**Revenue/Expenditure Report:** No questions.

**Presentation of Bills:** Supervisor Emmendorfer presented the bills for approval.

A **Motion** was made by Gary Keeler to pay the bills as presented. Support for the motion was given by Steve Schlicht. Roll call – Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes). Motion passed.

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

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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:** No Comments or questions

**Republic Services:** No Comments or questions.

**Fire Department:** George Taylor shared that they have had 15 calls already this month.

**Police Department:** Chief Cochran had nothing to add.

**Building Department:** We are working on a code enforcement report.

**Senior Center:** No comments or questions.

**Business:**

**Sutphen Custom Pumper/Tanker Fire Truck Proposal**

Supervisor Emmendorfer gave an update regarding the purchase of the new fire truck. His recommendation for purchasing this piece of equipment would be Option 3 - 75%. The township would put down \$638,749, of that amount \$310,000 will come from the ARPA monies, \$300,000 from the Fire Equipment Funds, and \$28,749 from the Impact Fund. The total cost of the truck is \$838,890.35. When the Township signs the contract with Sutphen the order for the new truck will be placed and we will have 30 days to pay the invoice of \$638,749. The truck takes approximately 19-21 months to build. When the final inspection is done on the truck, the final payment of \$200,141.35 will be due. A **Motion** was made by Gary Keeler to accept the purchase of the fire truck using \$310,000 from the ARPA monies, \$300,000 from the Fire Equipment Funds, and \$28,749 from the Impact Fee. Support for the motion was made by Coetta Adams. Roll call – Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes). Motion passed.

**Mosquito Abatement Contract**

Supervisor Emmendorfer shared some information about the new 2022 contract. APM has made some changes for this upcoming year to improve their services to our residents. Tom Tithof asked what APM is going to do different this year if we have another year like last year. Chuck from APM answered saying they are hoping to have enough man power and equipment this season, they are expecting to hire some local people and train them. Gary Keeler asked how many years the contract is for. Supervisor Emmendorfer answered 5 years, at \$85,783 per year.

A **Motion** was made by Gerald Cole to accept the APM contract as presented. Roll Call - Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

**Resolution to Adopt Poverty Exemption**

Supervisor Mark Emmendorfer presented the Resolution for Poverty Exemption Income Guidelines and Assets 22-001 to the board.

A **Motion** made by Coetta Adams to accept the Resolution to adopt Poverty Exemption Income Guidelines and Asset 22-001. Support for the motion was made by Gerald Cole. Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

**Purchase Six Eye Care Monitors**

Supervisor Emmendorfer shared that he would like to purchase six 27-inch monitors for Nicole and Peggy at the 2 front work stations in the township office and for Becky in the front office for the police department. The monitors currently at their workspaces will be used in other areas of the office where needed. I.T. Right quoted \$223.74 per monitor for a total of \$1,342.44. They come with a warranty.

A **Motion** was made by Tom Tithof to approve the purchase of six 27-inch monitors for the total price of \$1,342.44. Support for the motion was made by Gerald Cole. Roll Call - Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes). Motion passed.

**Budget Amendments:**

Supervisor Emmendorfer brought up a few budget amendments needed this month. \$300 needs to be moved from General Fund to the Bookkeepers account, 101-150-702.000, for wages. Zoning Board of Appeals is meeting more often so to cover wages, \$220 needs to be moved from the General Fund into 101-381-702.000. For Waste Management we need to take \$8,400 from the General Fund and move the amount into Waste Management, 101-528-919.000.

A **Motion** was made by Tom Tithof to approve the budget adjustments to transfer \$300 from the General Fund into Bookkeepers' fund, 101-150-702.000, to transfer \$220 from the General Fund into Zoning Board of Appeals wages, 101-381-702.000, and to transfer \$8,400 from General Funds into Waste Management 101-528-919.000. Support for this motion was made by Steve Schlicht. Roll Call - Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler. Motion passed.

Due to overtime and other unforeseen reasons, we need a budget amendment for Police Wages. A transfer of \$25,187.85 is needed from the Police Fund to Police Wages, 207-301-702.000.

A **Motion** was made by Tom Tithof to transfer \$25,187.85 from Police Fund to Police Wages line item. Roll Call - Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes). Motion passed.

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**Citizens Comments:** No comments

**Extended Board Member Comments:** No comments

**Adjournment:** A **Motion** was made by Gary Keeler to adjourn the meeting. Support for the motion was given by Steve Schlicht. Vote - All yes. The meeting adjourned at 6:45 p.m.

Submitted by:  
Steve Schlicht, Clerk

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Steven Schlicht, Clerk

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Mark Emmendorfer, Supervisor