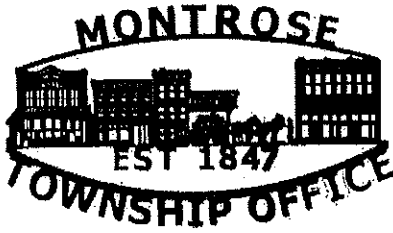


06/16/2020



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

Montrose Township Election Committee Meeting

PLACE:

Montrose Township Hall, 11444 N. Seymour Road, Montrose, MI 48457

DATE:

June 16, 2020

Time:

5:00 P.M.

Roll Call: Steve Schlicht, Tom Tithof, Dar Eldred

Steve Schlicht discussed with the committee the needs for this upcoming election.

The number of absentee ballots has increased this year dramatically, resulting in the need of an additional AV counting board. After talking with the election board there was a motion made to buy a new reader. The election committee has suggested transferring \$5,025 from General Funds to the Elections Equipment Fund to cover the cost of a new reader with the possibility of getting reimburse half the cost from the state.

A **Motion** to approve by Dar Elders, seconded by Tom Tithof to transfer \$5,025 from General Funds to the Elections Equipment Purchase. Vote – All yes.

The committee also discussed the need to purchase personal protection equipment (mask, shields, and protective barriers) for the election workers.

A **Motion** was made by Tom Tithof, with support from Dar Eldred to approve \$1,500 from the Election Equipment fund. Vote – All yes.

Tom Tithof made a **Motion** to adjourn the meeting. Support for the motion was given by Dar Eldred. Vote- All yes. Motion passed. The meeting adjourned at 5: 55 P.M.

Submitted by Steve Schlicht, Clerk

Steven Schlicht, Clerk

June 16, 2020



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

Montrose Township Board Meeting

DATE: June 16, 2020

TIME: 6 p.m.

This meeting will be a Zoom call to stay within the Executive Order of Governor Whitmer.

The meeting began with The Pledge of Allegiance to the Flag.

Roll Call: Present – Mark Emmendorfer, Steve Schlicht, Mary Quast, Gary Keeler, Dar Eldred, Tom Tithof.

Agenda Approval: Supervisor Emmendorfer asked if there were any changes or additions for the agenda. There were no changes or additions.

A **Motion** was made by Dar Eldred to approve the agenda. Support for the motion was given by Gary Keeler. Roll Call: Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Gary Keeler (yes), Dar Eldred (yes), Tom Tithof (yes). Motion passed.

Citizen's Comments: Stéphanie Witucki from Grand Blanc was here to introduce herself and to ask for support in the upcoming elections. She is running for Family Court Judge for the Genesee County 7th Circuit Court.

Minutes: Supervisor Emmendorfer asked if there were any corrections or questions about the May 19, 2020 Board Meeting minutes. There were no questions.

Steve Schlicht made a **Motion** to approve the minutes of the May 19, 2020 Board Meeting as presented. Support for the motion was given by Dar Eldred. Roll Call: Tom Tithof, (yes), Steve Schlicht (yes), Mary Quast (yes), Gary Keeler (yes), Dar Eldred (yes), Mark Emmendorfer (yes). Motion passed.

Treasurer's Report: Treasurer Quast reported we have a new account at ELGA Credit Union and they are providing monthly reports. Expect Summer taxes in mailboxes beginning July 5th.

Presentation of Bills: Supervisor Emmendorfer presented the bills for approval. Total for the month is \$207,653. Supervisor Emmendorfer was asked about the overhead lights,

Page 1 of 6

Mark Emmendorfer – Supervisor **Steve Schlicht** – Clerk **Mary Quast** – Treasurer
Township Trustees - **Gary Keeler** - **Tom Tithof** – **Linda Miller** – **Dar Eldred**

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and cruisers. Did the township receive new cruisers? Supervisor Emmendorfer said we did not receive new cruisers. We paid upfront for the equipment needed for the new cruisers.

Dar Eldred made a **Motion** to pay bills as presented. Support for the motion was given by Mary Quast. Roll Call: Steve Schlicht (yes), Mary Quast (yes), Gary Keeler (yes), Dar Eldred (yes), Mark Emmendorfer (yes) Tom Tithof (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 reported they are keeping business as normal.

APM Mosquito Control: Supervisor Emmendorfer stated he asked them not to come tonight- they have had a tremendous outbreak this year. They have been spraying almost every night as long as the conditions permitted. A couple residents complained that they didn't get a return call, but for the most part they have been out to the residents within a few days.

Fire Department: Chief George Taylor said things are running like normal, the run counts are down and the guys are doing well.

Police Department: Police Chief Cochran let the board know that they have hired 2 part time officers. Both officers work for the sheriff's department full time.

Building Department: Supervisor Emmendorfer said he is requesting that Rob give stats of what is going on each month instead of the whole year. Then at the end of the year he can give a full update on the stats of everything.

Senior Center: Supervisor Emmendorfer said the Senior Center opened Monday. They are very limited. They can only have 8 people in the building at a time. They have to sanitize between each activity and then again at the end of the day so they are ready to open the next morning.

Building and Grounds: nothing mentioned

Business:

1. **2nd Reading of Ordinance 2020-001 Rezoning Recommendation for Brent Run Landfill**

A **Motion** was made by Tom Tithof to approve the 2nd Reading of Ordinance 2020-001 Rezoning Recommendation for Brent Run Landfill. Support of 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.

2. Fee Schedule Change Page 2

This is a request from our Assessor, Angie Green and Building Inspector, Rob Kehoe.

B. Assessing

Land Divisions	\$150.00
For each additional parcel over two (2)	\$25.00
Land Combinations	\$50.00
<u>Survey and Legal Description must be submitted by the Property Owner.</u>	
Copy of Assessment Record Card, Legal	\$3.00

C. Building Department

Building permit Fee (Based on value of the improvement)	
\$0 to \$1,000	\$60.00 Minimum
For Each Additional \$1000 in value	\$5.00
Ex. \$20,000- Min. \$60 + 19 x \$5= \$155.00	

A **Motion** was made by Gary Keeler to support the fee schedule change. Support 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.

3. Resolution 20-05 Covid-19 Preparedness and Response Plan

Supervisor Emmendorfer stated that the Township and Police department developed Covid-19 Preparedness and Response Plans.

A **Motion** to accept Resolution 20-05 Covid-19 Preparedness and Response Plan was made by Dar Elder. Support was given by Gary Keeler. Roll Call: Gary Keeler (yes), Dar Eldred (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes). Motion passed.

4. Contract for Officer David Rampy

Supervisor Emmendorfer stated that Officer Rampy will be hired and assigned as an officer for FANG. All pay and cost occurred by this officer will be paid by FANG.

A **Motion** to approve the contract with FANG was made by Tom Tithof. Support was given by Dar Eldred. Roll Call: Dar Eldred (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

5. Absentee Ballot Reader

Clerk Schlicht stated the Election Committee had a meeting and went over needs for this upcoming election. The number of absentee ballots has increased this year dramatically, resulting in the need of an additional AV counting board. After talking with the election board there was a motion made to buy a new reader. The election committee has suggested transferring \$5,025 from General Funds to the Elections Equipment Fund to cover the cost of a new reader with the possibility of getting reimburse half the cost from the state.

A **Motion** to approve the transfer of \$5,025 from General Funds to the Elections Equipment Purchase was made by Tom Tithof. Support was given by Gary Keeler. Roll Call: Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Elder (yes). Motion passed.

Clerk Schlicht also stated the committee discussed the need to purchase personal protection equipment (mask, shields, and protective barriers) for the election workers. A **Motion** was made by Tom Tithof, with support from Dar Eldred to approve \$1,500 from the Election Equipment fund.

A **Motion** to approve \$1,600 to purchase the personal protection equipment was made by Dar Elderd. Support was given by Tom Tithof. Roll Call: Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Elder (yes), Mark Emmendorfer (yes). Motion passed.

6. Budget Amendments (if needed)

Supervisor Emmendorfer stated there has already been approval for a new truck for Building and Grounds and the Passport Grant, the federal money will come to the State and they will then pass it down to us. We will build 2 new basketball courts and additional parking below to help during busy seasons such as soccer. This was already approved, but we have not moved the money from the Park Fund and transfer it into equipment purchase of Capital Improvement. We need to transfer a total of \$92,620 out of the Park Fund. \$38,423 will go into the Equipment Purchase for the truck and \$54,200 in the Capital Improvement for the Passport Grant.

The Building and Assessor Code Enforcement Fund will now be known as the Assessor/Building Fund. We will take \$25,000 out of the current wage line item 101-380-702.000 and put it into 101-380-802.000 to pay our building inspector, Rob Kehoe.

We need to take \$200,000 from the Impact Fund and transfer it to line item 277-000-694 which is Miscellaneous Revenues to cover the already approved road expenditures for 2020.

In 2019 we received \$8,376 from Mr. Leonard for the purchase of the old fire hall. It was suggested by Tom Tithof that we use the money to offset the cost of the new hall. The money is currently still in the General Fund, and was never applied to the USDA loan. Our bookkeeper suggests taking the \$8,376 along with this year's payment of \$8,376, totaling \$16,752. The USDA will only allow us to pay in increments of \$10,000. The recommendation is to take \$20,000 from the General Fund savings and put it in the transfer out-line of 101-000-993 and then that money will be transferred to the Debt retirement to be applied to the USDA loan.

A **Motion** to approve the Budget Amendments made by Tom Tithof. Support was given by Gary Keller. Roll Call: Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Dar Elder (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

Extended Board Member Comments:

Supervisor Emmendorfer asked if there were any comments.

Mary Quast suggested that we add the delinquent Water and Sewer bills to the current Summer Tax bills.

A **Motion** was made to approve adding the delinquent Water and Sewer bills to summer taxes by Gary Keeler. Support was given by Tom Tithof. Roll Call: Tom Tithof (yes), Gary Keeler (yes), Dar Elder (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

Supervisor Emmendorfer is looking for input from the board as to whether or not to rent out the Senior Center during Covid-19. The concern is disinfecting on the weekends between rentals and then again before reopening on Monday for the Seniors. Should we cancel the July and August rentals and wait until we hit Phase 5 before opening the Senior Center back up to rentals.

Steve Schlicht made a **Motion** that we don't rent out for July and August. Gary Keeler supported this motion. After much discussion the motion was withdrawn by Steve Schlicht. Supervisor Emmendorfer suggested to keep the rentals that are already scheduled and not schedule any more at this time. We will re-address this matter at next month's meeting.

Supervisor Emmendorfer stated that the Duffield Rd drainage project was done exactly as proposed. The resident next door to where the drainage tile was put in is experiencing some excess water. He wants us to spend an extra \$8,200 to complete the project the way he would like to have seen it done. This above and beyond what we have already accomplished out there. Gary Keller supported Supervisor Emmendorfer in stating that we did all that we agreed to in the contract and did not feel the need for the township to put out any more money on this project.

June 16, 2020

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 6:57 p.m.

Submitted by:
Steve Schlicht, Clerk

Steve Schlicht, Clerk

Mark Emmendorfer, Supervisor

