



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

## Montrose Township Board Meeting

**DATE:** Nov 10, 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.

### **Public Hearing – CDBG Pre Application 2022-2024**

Supervisor Emmendorfer discussed how the funds from the CDBG have been used in the past to improve the Senior Center. We have remodeled and replaced the roof with these funds in previous years. We would like to use the funds to either resurface Marshall Road from Farrand to Lake Road and/or 2 miles of limestone in the north east corner of the township. The cost for the Marshall Road project would be approximately \$100,000 and the cost for the 2 miles of limestone would be approximately \$200,000. There were no comments and the public hearing was closed.

**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 Dar Eldred. – All yes. Motion passed.

**Citizen's Comments:** None

**Minutes:** Supervisor Emmendorfer asked if there were any corrections or questions about the October 20, 2020 regular board meeting minutes. Tom Tithof stated that his motion should say, we establish a fixed price into the budget for employees who opt out of the health plan benefit package and that price should be \$6,000 and not 25% and it would need to be approved each year. A **Motion** was made by Gary Keeler. 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.

**Treasurer's Report:** Treasurer Quast had nothing to add and there were no questions.

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

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**Revenue/Expenditure Report:** Supervisor Emmendorfer stated that only the Senior Center was on this report due to the election, the bookkeeper was not able to get the report submitted but it would be in next month's meeting.

**Presentation of Bills:** Supervisor Emmendorfer presented the bills for approval. Total for the month is \$129,892.43. A **Motion** to pay the bills as presented was made by Dar Eldred. 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 has nothing to add for Brent Run Landfill.

**Fire Department:** Supervisor Emmendorfer said that Chief Taylor didn't have anything to add.

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

**Building Department:** Supervisor Emmendorfer let the board know that our Building Inspector was out for a few days with a back injury, but he is back in the office and can be reached via cell phone.

**Senior Center:** Supervisor Emmendorfer stated there was nothing to add.

**Business:**

**Approval of Pre-Application Items**

We will recommend the project on Marshall Road from Farrand to Lake Road for a 2-inch resurfacing and/or 2 miles of limestone in a low-income area using the money from the CDBG with a cost to the township of approximately \$40,000. A **Motion** was made by Gary Keeler to recommend the pre application item. Support for the motion was given by Dar Eldred. 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.

**MERS Update Policy Agreement**

Steve Schlicht explained that this is an addendum to the defined contribution plan. MERS is asking that we name the plan and include a breakdown of the two different groups, there are two different contribution rates, this is the reason for the two plans. This update was sent to all participating municipalities. There was a question asked if the contributions were changing and they are not, this is just changing the way we report the

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contributions. This is an administration change. A **Motion** to approve the defined contribution plan # 110168 and #108035 was made by Tom Tithof. Support for the motion was given by Gary Keeler. Vote – all yes. Motion passed.

### **Firefighter Resignations**

The Fire Department sent out five registered letters to inactive firefighters who haven't shown up to any trainings or fire calls. The letter stated there was a mandatory meeting for mask fitting and if they did not come to the meeting they would be terminated. We received confirmation from 3 of the 5 letters sent. We have resignations from Timothy Gasperosky, Amanda Horton and Gerald Horton. We have not heard back from the other two firefighters as of yet, Robert Ogden and Bill Hosner. A **Motion** to accept the resignations of the 3 firefighters and to terminate the other 2 was made by Dar Eldred. 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.

### **Resolution 20-008 Designated Assessor**

The State of Michigan is requiring Genesee County to assign a Designated Assessor so that if there are questions on property being assessed properly the Designated Assessor would come in and assess the properties. This resolution would be agreeing to this process. The cost would be \$72 per year for 5 years. We would not to use this person until the contract is up. It doesn't seem to make a lot of sense but this is a requirement from the State so we will need to agree. A **Motion** to accept the resolution was made by Gary Keeler. Support motion given by Linda Miller. 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 20-009 Opt-Out Senate Bill 7**

Supervisor Emmendorfer stated that every year we opt out of this so that our employees do not have to pay 20% of their insurance as per Section 8 of the Act. The Township pays 100% of the health care cost for the full-time employees. A **Motion** to approve 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), Gary Keeler (yes), Tom Tithof (yes). Motion passed.

### **Approval of Planning/Zoning/BOR Appointments**

Supervisor Emmendorfer recommended that we reappoint the Planning Commission, Zoning Board of Appeals and The Board of Review for a new term. There were questions about Morrie Fikes not living within the Township. Supervisor Emmendorfer stated that you can have members on the Planning Commission that do not reside in the Township but have an interest in the Township. He discussed with the Township attorney prior to this meeting. A **Motion** was made by Steve Schlicht to approve the appointments as stated. Support for the motion was given by Dar Eldred. Roll call - Linda Miller (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tifhof (yes), Gary Keeler (yes), Dar Eldred (yes). Motion passed.

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

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### **Approval of Calendars 2021**

The calendars were reviewed. A **Motion** was made by Dar Eldred to approve the 2021 Calendar. 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.

### **Request for approval of Assessment costs**

The Assessor Angie Green is requesting that we use KCI for printing instead of Ads Plus because of a savings of approximately \$450. This is the same company that we use for printing and mailing tax bills. Tom Tithof asked if we had the difference in price from last year to this year, we did not have that information available. A **Motion** was made by Tom Tithof to accept the lower bid from KCI. Support for the motion was given by Gary Keeler. Roll call - Steve Schlicht (yes), Mary Quast (yes), Tom Tifhof (yes), Gary Keeler (yes), Dar Eldred (yes), Linda Miller (yes), Mark Emmendorfer (yes). Motion passed.

### **Request for Apex Software (Assessing)**

Supervisor Emmendorfer explained how the new software would assist the assessor in her job, the cost is \$670. With each additional year costing \$235. Tom Tithof asked if other Townships are using this program and according to Angie Green, we were one of the only Townships not using this program. A **Motion** was made by Gary Keeler to purchase the Apex Software for \$670. 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.

### **Water and Sewer accounts added to Tax Roll**

Tom Tithof asked if the administration fee was the same as last year, Treasurer Mary Quast stated that the fee was the same at \$20. Tom Tithof made a **Motion** to add the delinquent water and sewer bills to the 2020 winter taxes. Support for the motion was given by Dar Eldred. 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.

### **Budget Amendments:**

None

### **Extended Board Member Comments:**

Dar Eldred thanked the board for all they do and for the opportunity to be a part of it for the last several years. Steve Schlicht went over some of the numbers in regard to the election and the number of absentee ballots sent out and received back by the township. He mentioned how the lines at the polls were full and everyone did a great job during the election process. Tom Tifhof asked if there were any poll watchers who showed up in the precincts and Steve Schlicht stated we did not. We did have one ballot reader go down during the election but the County came in a took care of it. Gary Keeler thanked

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Dar Eldred and Linda Miller for their service. Supervisor Emmendorfer said that it has been a pleasure working with Dar and Linda.

**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 6:55 p.m.

Submitted by:  
Steve Schlicht, Clerk

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Steve Schlicht, Clerk

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Mark Emmendorfer, Supervisor

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