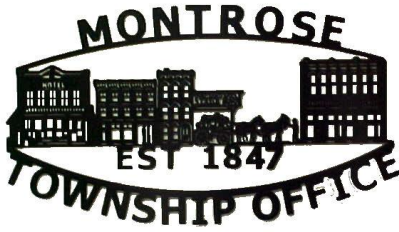


February 16, 2021



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

Montrose Township Board Meeting

DATE: FEBRUARY 16, 2021

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 and Gerald Cook all present via Zoom within Montrose Township.

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 Gary Keeler to approve the agenda. Support for the motion was given by Tom Tithof. – All yes. Motion passed.

Citizen's Comments: No Comments

Minutes: Supervisor Emmendorfer asked if there were any corrections or questions about the January 19, 2021 Board Meeting minutes. There were no questions.

Gary Keeler made a **Motion** to approve the minutes of the January 19, 2021 Board Meeting as presented. Support for the motion was given by Coetta Adams. Vote - All yes. Motion passed.

Treasurer's Report: Treasurer Quast had nothing to add.

Revenue/Expenditure Report: Board Members reviewed the Revenue/Expenditure report.

Presentation of Bills: Supervisor Emmendorfer presented the bills for approval. Total for the month is \$126,171.61.

Tom Tithof made a **Motion** to pay the bills as presented. Support for the motion was given by Gerald Cook. Vote - All in favor. Motion passed.

Reports: Brent Run Landfill APM Mosquito Fire Department Police Department
Building Department Senior Center Building and Grounds

Page 1 of 6

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

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All reports are on file with these minutes. Additional comments follow:

Brent Run: Tim Church reported to the board they are replacing the large litter fence at Vienna & Moorish Roads that was installed back in 2012. The poles holding the fence are in good shape but the netting itself has deteriorated and will be replaced by the end of March 2021, at a cost of about \$50,000.

Fire Department: Chief George Taylor reported the due to the cold his department has been quiet.

Police Department: Police Chief Cochran did have anything to add.

Building Department: No Comments

Senior Center: Supervisor Emmendorfer let the board know that anyone who qualifies can sign up through the Senior Center for Covid-19 vaccinations.

Business:

CDBG Senior Center Bids:

Supervisor Emmendorfer said bids were received for the HVAC project and they did come in higher than expected. The original expected cost two years ago was around \$35,500 and now the bids are around \$55,000. The total cost would be about \$98,179 we would get \$58,055 from the CDBG so our cost would be around \$40,124 after talking with our bookkeeper she feels we could use \$8,000 or \$9,000 from the Senior Center budget and get the rest of the funds from the Impact Fund interest that is approximately \$40,000. There were questions about how dire the project is, Supervisor Emmendorfer stated that they do have issues with freezing up and they are old units. He states we could get along for a few more years, but there isn't another project where we could use this CDBG money and we would lose it. Supervisor Emmendorfer also contacted Metropolitan Planning Commission and told them that we were a little over the amount and asked if there were any projects that had funds left over that could be dedicated to this and they haven't returned his call as of yet. Treasurer Quast shared with the Board that she worked in the Senior Center back in 2015 and they had problems with the unit's way back then and they just seem to get worse as time goes by. The price of material will continue to increase so now would be the time to get the job finished.

Gary Keeler made a **Motion** to accept the bid from Case Construction for \$81,479 and to take the money from the Impact Fund interest account 277-000-016.000. Support for the motion was given by Mary Quast. Roll Call – Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cook (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

Assessment Fee Recommendation:

We purchased the Apex Sketch program for \$670 and will have to pay a \$300 maintenance fee per year. We give out the sketch cards to residents free, but if someone else requests this information we charge \$3. Supervisor Emmendorfer asked if we should raise the fee to \$6 to cover the cost we have incurred.

A **Motion** was made by Gerald Cook to take no action at this time. Support for the motion was given by Tom Tithof. No vote required.

Recommendation Public Safety Committee-Police Cruiser/Fire Equipment:

Supervisor Emmendorfer, Tom Tithof, Gary Keeler, Chief Cochran and Chief Taylor met to discuss the cost of a new police cruiser, hot water pressure washer, SCBA gear brackets and new bunker gear, cost recovery fees and code enforcement. They are recommending to the board that we purchase a new cruiser at \$34,499 with an additional \$7,000 for upfitting (change over equipment) the new car. The cost actually increased for the upfitting to \$8,636.50 and we would also need a new radar detector at the cost of \$1,750, the total cost would be \$44,885.50. We would be turning in a vehicle that is no longer on the road and receiving a \$1,000 for that trade in making the new total \$43,885.50. We would take \$30,000 from the Police Wages 2021 budget 207-301-702.000 we would need an additional \$13,885.50 and we could take that from the General Fund or out of the Impact Fee. We also have some funds available from the Police Inspections, which is a couple thousand dollars, that we could offset the cost of the radar unit. Supervisor Emmendorfer also suggested that we take the funds from the Police Wages 207-301-702.00 and pay it back as the year goes on.

A Motion was made by Tom Tifhof to buy the Police Cruiser for \$43,885.50 and to take the funds from the Police Wages budget 207-301-702.000. 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.

The committee also discussed the need for a hot water pressure washer for the Police and Fire Department. The unit is made by Hotsy and several of the board members have used this brand in the past and said it was a very reliable. Gerald Cook suggested that we invest in a stationary unit because it would hook up to natural gas. The grounds crew might want to use the unit as well, so a stationary unit may not be the best choice. We are going to have the Chief Cochran and Chief Taylor take a look at the product and decide which one they would like to purchase.

A **Motion** was made by Coetta Adams to approve up to \$3,750 for purchase of a Hotsy Pressure Washer. Support for the motion was given by Tom Tithof. The money would come from the General Fund 101-103-984.000, since this unit would be shared by several departments. 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.

The committee discussed the quote from Apollo for the SCBA Bracket and new Bunker Gear. These are hard carrying cases and brackets that attach the gear to the truck. There is also a quote for 5 pair of Bunker Gear and the funds would come out of the Fire Dept Equipment Fund 205-336-984.000.

A **Motion** to approve the \$741.35 and \$12,165 on the equipment was made by Gary Keeler. Support for the motion was given by Coetta Adams. 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.

The next item of business is the Cost Recovery for services rendered from the Montrose Township Fire Department. We would be billing the insurance company of the resident; this is something the resident pays for in their insurance policy and we have not been collecting it for our services. This is just for nonresidents. We would like to adopt the fee schedule.

A **Motion** was made by Gerald Cook to adopt the fee schedule. Support for the motion was given by Tom Tithof. Roll Call - Gerald Cook (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

Supervisor Emmendorfer informed the board about his continuous search for a Code Enforcer Official. He has found someone to do the job. Larry Green who was a Code Enforcer in Mount Morris Township and was previously the Mount Morris Township Supervisor. He had a contract drawn up with a pay scale of \$18 per hour and the use of the township car with hours not to exceed 20 per week.

A **Motion** was made by Gary Keeler to hire Larry Green \$18 per hour, no benefits will be provided, he will have access to the Township car to perform his job. The money to pay him will come from the Building Inspection 101-380-702.000. 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 Cook (yes). Motion passed.

Recommendation Parks & Recreation – Park Rental/Camera System:

Supervisor Emmendorfer introduced the Barber Park Rental requests from the Montrose Area Chamber of Commerce and from Darla Stauffer who is a teacher at Montrose Community Schools. They would like the rental and deposit fees waived. Chamber of Commerce wants to hold a movie night in the park on June 11th, and reserve the entire park on September 11th for the yearly Duck Race. Darla Stauffer from Montrose School would like to take her science class to the park on April 30, 2021 and utilize the pavilions and the pier.

A **Motion** was made by Tom Tithof to waive the fees for the Chamber of Commerce on June 11th and September 11th. Support for the motion was given by Gerald Cook. Vote - All in favor. Motion passed.

A **Motion** was made by Gerald Cook to waive any fees and allow Mrs. Stauffer to bring her class to the park on April 30. Support for the motion was given by Tom Tithof. Vote - All in favor. Motion passed.

Supervisor Emmendorfer presented two proposals for new camera's to be added to Barber Park. One is from Mid-Michigan Communication and the other is CTI Communications. The bid from Mid-Michigan is \$7,700. and the bid from CTI is \$8,501.34. The money would come from the Park Fund 208-751-984.000.

A **Motion** was made by Steve Schlicht to accept the proposal from Mid-Michigan not to exceed \$7,700 for installation of new cameras. 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.

Recommendation Roads & Bridges committee:

Supervisor Emmendorfer presented the minutes from the meeting held on February, 9th 2021. They discussed some of the unpaved roads and decided that the unpaved roads should be the focus this year. They also would like to have 3 applications of chloride in 2021. Genesee County would pay for the first application, ½ for the second application and we would need to pay for the third application. We did have a lot of residents complain due to dust because of the dry year.

A **Motion** was made by Gerald Cook to start the road project recommendations. Support for the motion was given by Coetta Adams. Treasurer Quast mentioned that there is \$50,000 in the dust control fund and we may not need that if we do the 3 applications of chloride. Supervisor Emmendorfer asked if Gerald Cook would amend his motion to say \$199,641 for roads and \$50,500 for chloride. He amended his motion and it was supported by Coetta Adams. Supervisor Emmendorfer would like to purchase Perma-Zyme in six 5-gallon buckets for us and also six 5-gallon buckets for Flushing Township. The company would send a representative out to make sure the product was applied correctly. 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:

Supervisor Emmendorfer told the board that we exceeded our budgeted amount in our Water Purchase by \$8,917.27, but we did sell more water, so we have money in revenues to transfer to line item 591-538-925-000 we would only need an addition \$6,324.13 and that will balance the budget.

A **Motion** was made by Tom Tithof to adjust the budget. Support for the motion was given by Gary Keeler. 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.

Supervisor Emmendorfer shared with the board that the money has been received as promised from Brent Run Landfill to buy the tactical vests for the Police Dept. Chief Cochran said the vests should be in around the end of March. Also, the notices were sent to local residents that will be affected by the water line projected starting in February 2021.

Extended Board Member Comments: No comments

Citizen's Comments: No Comments

Adjournment: Tom Tithof made a **Motion** to adjourn the meeting. Support for the motion was given by Gerald Cook. Vote - All yes. The meeting adjourned at 7:40 p.m.

Submitted by:
Steve Schlicht, Clerk

Steve Schlicht, Clerk

Mark Emmendorfer, Supervisor