

August 17, 2021



Montrose Charter Township
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Montrose Township Board Meeting

DATE: August 17, 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.

Agenda Approval: Supervisor Emmendorfer had a request from Tom Skinner, media teacher at Montrose Schools to renew the Township advertisement aired during sporting events. Supervisor Emmendorfer would like to add this to the agenda tonight.

A **Motion** was made by Tom Tithof to approve the amendments to the agenda. Support for the motion was given by Steve Schlicht. All yes. Motion passed.

A **Motion** was made by Tom Tithof to approve the agenda with addition. Support for the motion was given by Coetta Adams. All yes. Motion passed.

Citizen's Comments:

No Citizen's comments.

Minutes: Supervisor Emmendorfer asked if there were any corrections or questions about the July 20, 2021 Board Meeting minutes. None was mentioned.

Gary Keeler made a **Motion** to approve the minutes of the July 20, 2021 Board Meeting. Support for the motion was given by Coetta Adams. Vote - All yes. Motion passed.

Treasurer's Report: Treasurer, Mary Quast shared residents have been paying their taxes. She is training her Deputy, Peggy Coomer to do disbursements. Peggy will be helping build the winter taxes.

Revenue/Expenditure Report: Supervisor Emmendorfer asked if anyone had questions. No questions.

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

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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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Tom Tithof made a **Motion** to pay the bills as presented. Support for the motion was given by Gary Keeler. Roll call – Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (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 stated that they are planning an expansion to the gas collection and control system, GCCS. They are just now in the planning stages so there is no start date but should begin within the next 6 or 7 weeks depending on availability of material. Brent Run has been working hard over the past years to keep odors at a minimum. Brent Run will capture that gas, the gas then goes to a renewable energy plant that is there on sight. This expansion will help with this process. Supervisor Emmendorfer asked if this project will take place on the south side. Tim Church stated that this project will take place on the whole hill.

APM: Brian brought in 6 employees from the Au Gres office to help get caught up and spray throughout the township before Blueberry weekend. They have had several complaints because they just can't get to people fast enough, but they are trying their best.

Fire Department: Fire Chief, George Taylor had no comments. Tom Tithof noticed there was another resignation and asked how many active firefighters do we have. George stated that we have 15 active firefighters and could use another 10.

Police Department:

Police Chief Jamie Cochrane stated that the department did receive a new computer that will allow him to program fob, enter new employees, and control the entire camera system from the main office rather than the basement.

Building Department: Supervisor Emmendorfer shared that Bill McIlmurray is on vacation this week, but Larry Green is filling in for him.

Senior Center: Supervisor Emmendorfer shared that we are waiting for the final inspection from the state on the new furnace and air conditioner units. We were approved for \$48,395 Community Block Grant Money; it has already been paid out but the reimbursement will be coming soon.

Business:

Appointment of Board Member

Former trustee, Gerald Cook resigned at the July board meeting. Supervisor Emmendorfer would like to recommend Gerald Cole to replace Gerald Cook till the next election in 2022.

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

Clerk, Steven Schlicht asked Gerald Cole to stand up to be sworn in. Gerald was sworn in and then took his seat.

Discussion on Renewal of Services Advertisement for School TV

Supervisor Emmendorfer showed the advertisement from last year and stated that they will be adding coverage of the new basketball courts and parking lot at Barber Park. This advertisement would cost the township \$500. The advertisement would be shown during the coverage of, but not limited to football, basketball, volleyball games. **Motion** was made by Tom Tithof to pay for the broadcasting of this advertisement. Support for the motion was made by Gerald Cole. Roll Call - Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (abs), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

Resignation of Firefighter

Firefighter, Joe Boden submitted a letter of resignation. **Motion** made by Gary Keeler to accept the letter of resignation. Support for the motion was made by Coetta Adams. Vote - All Yes. Motion passed.

2nd Reading of Odor Ordinance

A **Motion** made by Tom Tithof to accept the 2nd reading of the Odor Ordinance 21-002-94.70 et.seq. Support for the motion was made by Coetta Adams. Roll Call - Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

1st Reading of Ordinance 21-003 Amend Ordinance NO. 153 (Cargo Containers)

A **Motion** made by Tom Tithof to approve the 1st reading of Ordinance 21-003-153.340. Support for the motion was made by Steve Schlicht. 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.

1st Reading of Ordinance 21-004 94.99 Penalty

This is to amend Zoning Ordinance 21-004-94.99 from a criminal misdemeanor to a civil infraction. A **Motion** was made by Gary Keeler to accept ordinance 21-004 94.99 1st reading. Support for the motion was made by Tom Tithof. Roll Call – Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

1st Reading of Ordinance 21-005 153.99 Penalty

This is to amend Zoning Ordinance 21-005-153.99 from a criminal misdemeanor to a civil infraction. A **Motion** was made by Gary Keeler to accept ordinance 21-005 153.99 1st reading. Support for the motion was made by Tom Tithof. Roll Call – Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

Discussion of Ordinance 21-007 Amend Home Care Center

Supervisor Emmendorfer shared that there was a discussion to amend the Home Care Center Ordinance 21-007. After speaking with some other supervisors and residents he thinks that the township could find language that fits better. Supervisor Emmendorfer suggest sending this Ordinance back to the Planning Commission for further review and other possible changes.

Michigan Assoc. of Planning Membership

Supervisor Emmendorfer shared that Building Official, Bill McIlmurray has suggested that we join Michigan Association of Planning. The cost is \$60 per year for one person or \$675 per year for a group of 12. If we would go with the \$675 membership some of the Planning Commission Members or ZBA could participate in the training course rather than just Bill McIlmurray. A **Motion** made by Tom Tithof to approve the purchase of the group Membership to Michigan Association of Planning for \$675. Support for the motion was made by Gary Keeler. 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.

Verizon Phone Plan & Notebook for Code Enforcement

Building Official, Bill McIlmurray requested a Verizon phone with hot spot and a laptop to take along with him on the road. Clerk, Steve Schlicht inquired about a phone from Verizon. Unlimited phone service per month is \$80, hotspot is \$16 per month, and insurance is \$17 per month, for a total of \$113 per month. Steve Schlicht inquired about a Lenova laptop (\$999.00), carrying case (\$41.03), and Microsoft 365 business software (\$99.60/yearly), the total cost for the laptop is \$1,139.63. A **Motion** was made by Tom Tithof to approve the purchase of the cellphone contract, laptop with case, and computer software. 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.

Genesee County Aerial Imagery

Supervisor Emmendorfer shared that we have been a part of this program for a while now. Our Building Official and Assessor both currently use this program. For a yearly membership it would cost the township \$614.02 if we pay upfront for years 2022-2028 it would be \$3684.12. A **Motion** made by Gerald Cole to purchase this membership for \$3684.12. Support for the motion was made by Tom Tithof. 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 21-006 Conflict of Interest Policy

Supervisor Emmendorfer stated that this is another step toward our ARPA, American Rescue Plan Act monies. The township needed to have a conflict-of-interest policy in place in order to move forward in the process. They have received our application and it is under review. A **Motion** made by Tom Tithof to accept the Resolution 21-006 to adopt the conflict-of-interest policy. Support for the motion was made by Gary Keeler. Vote - All Yes. Motion passed.

Resolution 21-007 Bikes on the Bricks Motorcycle Ride

This Resolution is to give Bikes on the Bricks organization the opportunity to apply for a permit to operate on the county roadways. They will be traveling on M-13 to Lake Rd, taking Lake Rd over to Seymour Rd, and then Seymour south to Frances Rd where Flushing Township Police will take over from there. Chief of Police Jamie Cochran will lead the way through the designated roads in Montrose Township. A **Motion** made by Tom Tithof to accept the Resolution 21-007 Bikes of the Bricks Motorcycle Ride on September 11th, 2021. Support for the motion was made by Gerald Cole. Vote - All Yes. Motion passed.

Purchase of a John Deere X730 Tractor & 54-inch mower deck

Montrose Township received 2 bids for a new John Deere tractor, one from Hutson for \$9,560 and one bid from Tri-County in Birch Run for \$10,352.84. The monies are available in the Building and Ground Equipment Fund. A **Motion** made by Tom Tithof to purchase the John Deere X730 tractor with a 54-inch mower deck from Hutson for \$9,560. Support for the motion was made by Steve Schlicht. Roll Call –Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

Request to purchase Steel Planters

Supervisor Emmendorfer shared that we have had a couple people fall recently on the curb in front of the township building. We are in compliance with the ADA but want to prevent future falls. The township is looking at planters to place by the curb to help prevent falls. The long planter is 63 inches in length costing \$1,650.00 and the small one is 31-inch square costing \$1285.00 each. A **Motion** made by Tom Tithof to approve the purchase of 1 large planter and 2 small square planters. Support for the motion was made by Coetta Adams. 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 stated there are a couple budget adjustment that needs to be made this month. We added a new line item, 101-103-959 for Licenses and Permits. Our bookkeeper is asking that we transfer \$1,000 from General Fund into the 101-103-959 for Licenses and Permits. A **Motion** made by Tom Tithof to transfer \$1,000 from General

Fund to 101-103-959. Support for the 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), Tom Tithof (yes), Gary Keeler (yes). Motion passed. The next Budget Amendment has to do with the Passport Grant. We originally approved \$52,400 which is our share of the total cost of the basketball courts and new parking lot. We did not take into account that we need to pay the total bill and then we get reimbursed by the DNR. We need to approve increasing line item 208-751-983.000. We would transfer \$114,119.70 from the Barber Park Fund balance to line item 208-751-983.000. A **Motion** made by Gary Keeler to transfer \$114,119.70 from the Barber Park Fund balance to line item 208-751-983.000. Roll Call – Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes). Motion passed.

Extended Board Member Comments

Tom Tithof asked if the basketball courts had been paid off. Supervisor Emmendorfer said that we still have \$27,000 in reserve until the job is finished. Supervisor Emmendorfer is well pleased with the job done on the parking lot but states that the basketball courts aren't done to his liking and the job is not complete yet. He has been working with the Eastern Asphalt to correct the issues. Supervisor Emmendorfer shared that Gary Kish donated a large rock to mount the Thorsby plaque and the Passport grant plaque on.

Citizen Comments

No Citizen Comments.

Adjournment: Gary Keeler made a **Motion** to adjourn the meeting. Support for the motion was given by Gerald Cole. Vote - All yes. The meeting adjourned at 7:09 p.m.

Submitted by:
Steve Schlicht, Clerk

Steve Schlicht, Clerk

Mark Emmendorfer, Supervisor