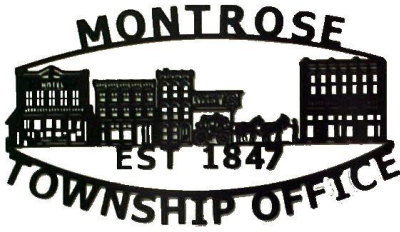


September 20, 2022



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

## Montrose Township Board Meeting

**DATE:** September 20, 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, Coetta Adams, Gerald Cole. Absent - Gary Keeler

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

**Citizen's Comments:** No Comments

**Minutes:** No corrections or questions regarding the August 16, 2022 minutes.

A **Motion** was made Tom Tithof to approve the minutes of the August 16, 2022 Board Meeting minutes. Support for the motion was given by Gerald Cole. Vote - All yes. Motion passed.

**Minutes:** No corrections or questions regarding the August 30, 2022 Budget Meeting minutes.

A **Motion** was made Gerald Cole to approve the minutes of the August 30, 2022 Board Meeting. Support for the motion was given by Coetta Adams. Vote - All yes. Motion passed.

**Treasurer's Report:** Treasurer, Mary Quast shared that we invested \$100,000 in a CD with Frankenmuth Credit Union.

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

**Presentation of Bills:** Supervisor Emmendorfer presented the bills of \$341,567.48 for approval.

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

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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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**APM:** Chuck and Ben from APM attended the meeting. Chuck shared that with the temperatures dropping the mosquito activity reduces significantly to almost non-existent. Chuck discussed the stats from the 2022 season. Ben shared about new tablets that will be placed in APM trucks to show the routes for drivers to spray and records data as the driver provides treatment for that route.

**Brent Run:** Tim Church was not able to make the meeting. Mark Emmendorfer spoke with Tim Church before the meeting and there is nothing new at the landfill.

**Fire Department:** Fire Chief, George Taylor stated nothing new, business as normal.

**Police Department:** Supervisor Emmendorfer commended the police department for their work on the murder case. Chief Cochran shared that the support from the MSP, ATF, and DHS was prompt and appreciated.

**Building Department:** Reports included in packet. No comments or questions.

**Senior Center:** Tom Tithof asked if the number of seniors participating are back up to pre-covid times. Supervisor Emmendorfer answered, yes and the seniors enjoy the exercise classes like Tai-chi.

**Business:**

**2<sup>nd</sup> Reading of Ordinance 004-22 Civil Infarctions**

A **Motion** was made by Gerald Cole to accept the 2<sup>nd</sup> reading of Ordinance 004-22 Civil Infarctions. Support for this motion was made by Tom Tithof. Roll Call - Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes). Motion passed.

**2<sup>nd</sup> reading of Ordinance 005-22 Zoning 9292 Vienna Rd**

A **Motion** made by Tom Tithof to accept the 2<sup>nd</sup> reading of Ordinance 005-22 Zoning 9292 Vienna Rd. Support for the motion was made by Coetta Adams. Roll Call - Mary Quast (yes), Tom Tithof (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

**AYSO Barber Park Request**

AYSO would like to have their 2<sup>nd</sup> Annual Pink Out Games October 8<sup>th</sup> and 9<sup>th</sup>. They are requesting to use both Pavilion A and B at no charge.

A **Motion** was made by Tom Tithof to approve the AYSO request to use both Pavilions at Barber Park at no charge. Vote- all yes. Motion passed.

**Spicer's Sparks Grant Proposal**

Sparks grant is federally funded and made up of leftover ARP monies. This year they are giving away 15 million dollars, in 2023 they are giving away 20 million, and 23 million dollars

in 2024. This grant is to revamp and enhancing recreational facilities. Supervisor Emmendorfer would like to get the parking lot and bike path resurfaced/chip sealed. Another improvement would be a Pavilion with a bathroom between the sledding hill and Veteran's bell. Supervisor Emmendorfer would also like to see an extension to the north side of the existing bike path. It would go up the hill, across the front of the township property and connect with the existing path near the corner of Seymour and Vienna. Supervisor would like to hire Spicer's to complete the application for this grant. Spicer's quoted this service at \$9,500.

A **Motion** was made by Coetta Adams to approve up to \$9,500 to hire Spicer's to complete the application for this grant. Support for the motion was made by Steve Schlicht. Roll call – Tom Tithof (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

The motion was amended to include the \$9,500 to be paid out of the Impact Fee. Vote- all yes. Motion passed.

### **Planning Commission Resignation**

Jim Ingram resigned from the Planning Commission effective September 1, 2022. Supervisor Emmendorfer appointed Dave Wilson to the Planning Commission to replace Jim Ingram.

A **Motion** was made by Mark Emmendorfer to appoint Dave Wilson on to the Planning Commission. Support for this motion was made by Gerald Cole. Vote- all yes. Motion passed.

### **MDOT Service Drive Request Discussion:**

The board discussed keeping the service drive MDOT is putting in while working on bridge. They concluded it could be a great access point for emergency personnel if there is an emergency on the river.

A **Motion** was made by Gerald Cole to keep the drive after MDOT is done with the bridge work. Support for this motion was made by Coetta Adams. Vote- all yes. Motion passed.

### **No Parking Signs Request:**

There has been an ongoing issue with vehicles being parked alongside Nichols Rd near Dodge Rd. It started out with just a couple vehicles but recently it has been noted that there has been up to twelve vehicles at one time on the side of Nichols Rd near Wilson Rd. The resident has stated that he is not running a business out of the home, the people meet and ride together in a work van. Supervisor Emmendorfer, Attorney, Amanda Doyle, and Bill McIlmurray, township Code Enforcer conversed and decided the best route to take is to send a letter to the resident saying that we believe they are running a business out of their home and it needs to stop. Therefore, Parking signs may not be needed, however it would be another tool to use if this issue isn't resolved. Resident Deb Harger, shared that she has been living in the same house on Nichols Rd for 48 years. This situation with multiple cars parked alongside the road has been going on for a couple years now. She does not feel safe walking or allowing her granddaughter to ride bikes because men hanging around the cars holler out to her granddaughter. Board Members let Deb know that citizens comments would be toward the conclusion of the meeting. A **Motion** was made by Tom Tithof to allow No Parking signs based on the Supervisor, Police Chief, and Code Enforcer's recommendation of days and times to enforce no parking. 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). Motion passed.

**Resolution for Wheeler Dr. SAD**

A **Motion** by Tom Tithof to approve the Resolution establishing a Public Hearing to hear comments and objections to the Amendment to the Special Assessment roll for Road Maintenance of Wheeler Drive Resolution 22-006. Vote - All yes. Motion passed.

**Budget Amendments**

The Senior Center Fund

The Senior Center Fund currently has \$65,289.76 in it. It has been requested to transfer a total of \$3,360 from the Fund balance. \$760 would go to the Water and Sewer line item, 260-673-920.001. \$2,600 would be transferred to the electric and gas line item, 260-673-920.000.

A **Motion** was made by Gerald Cole to approve the Budget amendment for the Senior Center for a total of \$3,360. Support for the motion was made by Coetta Adams. Roll call – Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Coetta Adams (yes). Motion passed.

General Fund Coronavirus Recovery Fund

The ARPA monies were used to purchase the new fire truck. In order to get the discounted price, we had to front some of the money from the Impact Fee Fund and Fire Equipment Fund. \$200,141.35 will be paid out to the Sutphen Corporation to pay off the new firetruck, \$28,749.00 would be transferred to Impact Fund to repay the monies fronted, \$82,378.89 would be transferred back to the Fire Equipment Fund to repay the monies used up front.

A **Motion** was made by Tom Tithof to approve the utilization of the ARPA monies as described. Support for the motion was made by Gerald Cole. Roll call – Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Coetta Adams (yes), Gerald Cole (yes). Motion passed.

Water & Sewer Fund Merger

The Treasurer is requesting to merge the Water and Sewer Funds.

A **Motion** was made by Tom Tithof to approve the merger of the Water and Sewer Funds. Support for the motion was made by Gerald Cole. Roll call – Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes). Motion passed.

Passport Grant

The last payment for the Passport grant is \$39,179.60. We have \$7,667.75 in the Capital Improvement line item. A transfer of \$31,511.85 from the Barber Park Fund to the Capital Improvements line item to pay this last payment.

A **Motion** was made by Gerald Cole to approve the Barber Park Fund balance transfer. Support for the motion was made by Coetta Adams. Roll call – Mary Quast (yes), Tom Tithof (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed.

### Election

A total of \$14,280 is requested to be transferred from the General Funds in order to cover employee pay, meals, and supply cost for the 2022 November Election in addition to the service/maintenance contract with Hart. \$3,000 is requested to be transferred to Contract Employees, 101-262-802.000, \$500 is requested to transfer to line-item Meals, 101-262-869.000. \$400 is requested to be transferred to 101-262-740.000 for Operating Supplies, \$10,380 is requested to be moved into Equipment Maintenance, 101-262-931.000 to cover service contract and maintenance renewal with Hart.

A **Motion** was made by Tom Tithof to approve the transfer of \$14,280.00 into the line items described above. Support for the motion was given by Coetta Adams. Roll Call - Tom Tithof (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes). Motion passed.

### General Funds

Supervisor Emmendorfer requested \$2,000 from the General Fund to cover cost of Printing and Publishing as well as Licenses and Permits. \$1505 is requested for Printing and Publishing and \$495 for Licenses and Permits.

A **Motion** was made by Gerald Cole to approve the transfer of \$2,000 into the line items as stated above. Support for the motion was given by Coetta Adams. Roll Call - Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes). Motion passed.

### Building & Grounds

Building and Grounds is requesting \$2,500 to be transferred into line item 101-265-867.000 to cover Gas and Oil for the remainder of the year.

A **Motion** was made by Coetta Adams to approve the transfer of \$2,500 from Equipment Purchase into line-item Gas and Oil 101-265-867-000 to cover the Gas and Oil expense for the remainder of the year. Support for the motion was given by Coetta Adams to make the transfer at presented. Roll Call - Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Mary Quast (yes), Tom Tithof (yes), Coetta Adams (yes). Motion passed.

### Citizens Comments:

Deb Harger, 10115 Nichols Rd, shared concerns about the extra vehicles on the side of Nichols Road turning away potential buyers when she decides to sell one day. Also concerned about the extra trailers in the neighbor's yard.

Dave Wilson, 11233 Duffield Rd wanted to Pass along a thank you to the Road Commission for a great job on the ditches last week.

### Extended Board Member Comments:

Clerk, Steve Schlicht shared about the new election reader. He spoke with the State to confirm that the Township would be reimburse for the new reader. Discussed the purchase of new laptops and laptop cases. We will also be reimbursed for the laptops and readers.

Tom Tithof – discussion about road work on Seymour Rd and also an update on the Marshall Rd project.

Supervisor Emmendorfer shared that October 4<sup>th</sup> is a Special Meeting for a 1<sup>st</sup> reading to extend the moratorium.

Discussed Pine Forrest water bill and shut off day is October 17, 2022.

**Adjournment:**

A **Motion** was made by Mark Emmendorfer to adjourn the meeting. Support for the motion was given by Gerald Cole. Vote - All yes.

The meeting adjourned at 7:27 p.m.

Submitted by:

Steve Schlicht, Clerk

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Steven Schlicht, Clerk

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Mark Emmendorfer, Supervisor