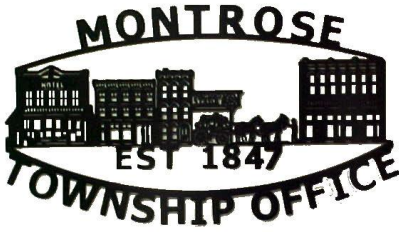


November 1, 2022



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

Montrose Township Board Meeting

DATE: November 1, 2022

TIME: 6 p.m.

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

Roll Call: Present – Mark Emmendorfer, Steve Schlicht, Tom Tithof, Gary Keeler, Coetta Adams, Gerald Cole. Absent - Mary Quast.

Agenda Approval:

Supervisor Emmendorfer asked to add Water and Sewer to the agenda at number 14. Also, Bookkeeper as number 15.

A **Motion** was made Tom Tithof to add number 14 and 15 to the agenda as suggested. Vote - All yes. Motion passed.

A **Motion** was made by Tom Tithof to approve the agenda with the 2 additions. Support for this motion was given by Coetta Adams. Vote - All yes. Motion passed.

Citizen's Comments: No Comments

Minutes:

A **Motion** was made Gary Keeler to approve the minutes from the October 18, 2022, Board Meeting. Support for the motion was given by Coetta Adams. Vote - All yes. Motion passed.

Treasurer's Report: No report presented

Revenue/Expenditure Report: No report presented

Presentation of Bills: Supervisor Emmendorfer presented the bills of \$404,426.15 for approval. A **Motion** was made by Tom Tithof to pay the bills as presented. Support for the motion was given by Gary Keeler. Roll call – Mark Emmendorfer (yes), Steve Schlicht (yes), Tom Tithof (yes), Gary Keeler (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: No new reports

Brent Run: Supervisor Emmendorfer shared that Tim Church said everything is going well with the new maintenance garage.

Fire Department: Chief George Taylor that it is business as normal. There was a house fire Halloween night, everyone got out and is safe.

Police Department: Chief Cochran shared that he took 60 pounds of prescription medication from the drop box and disposed of them at the Drug Enforcement Agency.

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

Business:

2nd Reading of Ordinance 007-22 Zoning 10193 & 10295 W. Vienna Rd (13-21-200-022) (13-21-200-021)

A **Motion** was made by Gerald Cole to approve the 2nd Reading of Ordinance 007-22 Zoning 10193 & 10295 W. Vienna Rd. Support for the motion was made by Coetta Adams. Roll Call - Steve Schlicht (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes). Vote - All yes. Motion passed.

Recommendations from the Public Safety Committee

Michigan Urban Search and Rescue Team reached out to Mike Taylor to invite him to join the team. Supervisor Emmendorfer looked in to our insurance coverage, MML Meadowbrook. Meadowbrook did state that our township is covered under our current policy, there would be no additional cost. The Public Safety Committee recommended to approve Mike Taylor to join this Urban Search and Rescue Team.

A **Motion** by Gerald Cole to approve Mike Taylor to join this Urban Search and Rescue Team. Support for this motion was made by Tom Tithof. Vote – All yes. Motion passed.

2 Probationary Fire Fighters that have been on the Fire Department for 1 year. Genesee County is not offering a day class for this training. Both firefighters work 2nd shift and would not be able to attend unless it is a day class. The day class is being offered in Saginaw County. It would cost \$700 per student. The Public Safety Committee felt it would be best if they drive the township vehicle to attend this training. The student would have to sign a paper stating if they do not complete this course, they are responsible to pay Montrose Township back the \$700.

A **Motion** was made by Gary Keeler to approve the firefighters to take this course. The course fees of \$1,400 will come out of Fire Department Training line item. Support for this motion was made by Gerald Cole. Roll Call - Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Vote - All yes. Motion passed.

Chief Taylor requested a few new tools needed for the Fire Department. The committee reviewed two bids on the tools. The Committee recommended accepting the bid from Fire Equipment Associates for a total of \$5,805.25.

A **Motion** was made by Gary Keeler to approve the purchase of this equipment with the funds being taken out of the Equipment Fund line item. Support for the motion was made by Gerald Cole. 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.

Foundation Purchase for Cemetery

Cemetery Sexton, Maynard Reed requested to purchase footings from Saginaw Wilbert Vault Company. The quality is good, and we will still make a profit. If the Township purchases 15 or more footings at a time the shipping is free.

A **Motion** made by Gary Keeler to purchase the foundations from Wilbert Vault Company with the money coming out of Operating Supplies. Support for the motion was made by Tom Tithof. Roll Call - Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

Appointment for Water & Waste Advisory Committee

Supervisor Emmendorfer attends a Water and Waste Advisory Committee that is the 3rd Wednesday of the month. The county pays the township \$30 for Supervisor Emmendorfer attending. The money gets split, \$15 goes into water and \$15 goes into waste. They would like an alternate listed in case Supervisor Emmendorfer ever cannot attend. Coetta Adams said that she can be listed as the alternate.

Motion was made by Gary Keeler to list Coetta Adams as the alternate and the \$30 would be paid to Montrose Township. Support for the motion was made by Steve Schlicht. Vote - All yes. Motion passed.

ZBA Appointment

Tim Burton is interested in serving on the ZBA. Supervisor Emmendorfer recommends appointing Tim Burton as a member of the Zoning Board of Appeals.

A **Motion** was made by Gary Keeler to appoint Tim Burton to the Zoning Board of Appeals. Support for the motion was made by Tom Tithof. Vote - All yes. Motion passed.

Planning Commission Resignation

Don Pollard plans to resign from the Planning Commission and ZBA effective January 1, 2023.

A **Motion** was made by Gerald Cole to accept the resignation of Don Pollard effective January 1, 2023. Vote - All yes. Motion passed.

Opt-Out Health Care 2023

A **Motion** was made by Coetta Adams to adopt Resolution 22-009. Support was given by Gary Keeler. Vote- All yes. Motion Passed.

Holiday Schedule 2023

Supervisor Emmendorfer presented the meeting schedule for 2023. Supervisor Emmendorfer shared that the week of Thanksgiving he would prefer to stay open 3 days and have a extra day off on the Monday after Thanksgiving.

A **Motion** was made by Tom Tithof to accept the Meeting and Holiday schedules for 2023. Support for this motion was made by Gary Keeler. Vote - All yes. Motion passed.

Police Dept Contract Renewal

This is a 5-year contract. The officers are asking for a 3% increase in 2023, 2024, 2025, with a wage reopener in 2026 and 2027. Short Term disability was 66.67% not to exceed \$500 a week. In the new contract Short Term Disability is 66.67%, not to exceed \$750 a week. As for the Covid Money the officers would like \$7,500 per full time officer. This money would be paid out in two ways, \$7,500 as a one-time check after November 1, 2022, or, the \$7,500 divided into 78 consecutive pay periods (\$96.15) beginning with the first pay period in January.

A **Motion** was made by Tom Tithof to accept this Police contract as presented, and the one-time lump sum of \$7,500 would be paid out of the impact fee. Support for the motion was made by Gary Keeler. Roll call – Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes). Motion passed.

Spicer Group Recreation Master Plan

Supervisor Emmendorfer and the Building and Grounds committee had a meeting with Spicer's to discuss the Sparks Grant. During this meeting with Spicer's there was a discussion about the desired improvements for Barber Park. Spicer's thought that the improvements discussed was close to 1 million dollars. We can put in for the Sparks grant at the beginning of the 2023. If we do not get the grant we will at least know where we need to improve and then can reapply in the fall of 2023. The Recreation Master Plan expires December 31, 2023. The Master Plan will be done on an hourly basis not to exceed \$9,200.

A **Motion** was made by Gary Keeler to approve the contract with Spicer's to work on the Recreation Master Plan at an hourly rate, not to exceed \$9,200. Support for the motion was made by Steve Schlicht. Roll call – Mark Emmendorfer (yes), Steve Schlicht (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes). Motion passed.

Farrand Rd. Sewer Request

Water and Waste does not suggest that the landowners tie into the lines that are on two separate parcel numbers. Water and Waste suggest that the new landowners talk to the neighbors to the west and get permission from them to tie in. Supervisor Emmendorfer spoke with the contractor and let him know that the board does not meet again until December 20, 2022. Supervisor Emmendorfer suggested that the contractor and landowners put together a plan and take it to Water and Waste. As long as the county approves of the plan, the Township would approve a Y hook up at the December meeting. There was discussion about the various option for the landowner.

Budget Amendment

Currently there is \$4,500 in the Building and Grounds Equipment Purchase fund. A transfer of \$3,100 from 101-265-984.000, Equipment Purchase to Operating Supplies 101-265-740.000. This will cover the cost of the foundations.

A **Motion** was made by Gary Keeler to approve the Budget Amendment as stated. Support for the motion was made by Coetta Adams. Roll call – Steve Schlicht (yes), Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes). Motion passed.

Delinquent Water and Sewer

A **Motion** was made by Gary Keeler to put the Delinquent Water and Sewer on to the Winter 2022 Taxes. Support for the motion was made by Tom Tithof. Roll call – Tom Tithof (yes), Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes). Motion passed

New Bookkeeper

Steve Schlicht shared information about the different companies he had spoken with regarding the need to fill the bookkeeper’s position. Supervisor Emmendorfer recommends hiring Taylor & Morgan.

A **Motion** was made by Tom Tithof to hire Taylor & Morgan to begin January 1, 2023. Support for this motion was made by Steve Schlicht. Roll call – Gary Keeler (yes), Coetta Adams (yes), Gerald Cole (yes), Mark Emmendorfer (yes), Steve Schlicht (yes), Tom Tithof (yes). Motion passed

Citizens Comments:

None

Extended Board Member Comments:

Steve Schlicht- Election are coming up. Come in and get your AV ballot or go to the polls.

Adjournment:

A **Motion** was made by Gary Keeler to adjourn the meeting. Support for the motion was given by Steve Schlicht. Vote - All yes.

The meeting adjourned at 7:16 p.m.

Submitted by:
Steve Schlicht, Clerk

Steven Schlicht, Clerk

Mark Emmendorfer, Supervisor