



**Montrose Charter Township**  
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Phone (810) 639-2021 Fax (810) 639-3207

## Montrose Township Board Meeting

**DATE:** November 21, 2023

**TIME:** 6 p.m.

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

**Roll Call:** Present – Coetta Adams, Steve Schlicht, Karen Jones, Gary Keeler, Tom Tithof, Gerald Cole, Sam Spence.

**Agenda Approval:**

Supervisor Adams requested an addition of 9a- Fire Equipment Purchase and 9b- budget adjustment. A **Motion** was made by Tom Tithof to approve the addition to the agenda. Support for the motion was given by Gerald Cole. Vote - All yes. Motion passed.

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

**Public Hearing on the Special Assessment Roll for Trash Pick-up.**

Open public hearing at 6:05 pm

Supervisor Adams shared information regarding the Contract for Trash Pick-up.

**Special Hearing Citizens Comments:**

Craig Birnie shared his concerns regarding the 4.5 % increase per year/or the percentage increase in Consumer Price Index, whichever is greater.

Close public hearing at 6:08 pm

**Public Hearing for the Community Development Block Grant Funds 2025-2027**

Supervisor Adams shared some examples in which this grant can be used such as; construction projects or improvements at the Senior Center, and resurfacing roads.

Open Public Hearing at 6:08

**Special Hearing Citizens Comments: No Comments**

Close Public Hearing at 6:10

**Public Hearing to Adopt Recreation Plan**

Jessica from Spicers shared that a survey was available in June thru July this year. She received 375 responses, of those responses 65% of them were from Montrose Township Residence. It was opened back up for a couple of weeks in September so that teachers and students would be able to participate

if desired. This is a 5-year Recreation Plan which describes the physical features, existing recreation facilities, and desired actions to improve and maintain recreation facilities between 2024-2028.

Open Public Hearing 6:13

**Special Hearing Citizens Comments:**

None

Close Public Hearing 6:14

**Public Budget Hearing**

This hearing is to approve the 2024 Budget and 2024 millage rate.

Open Public Hearing 6:15

No comment

Close Public Hearing 6:16

**Citizens Comments:**

No Comments

**Minutes:**

A **Motion** was made by Gary Keeler to approve the minutes from the November 9, 2023 Board Meeting. Support for the motion was given by Gerald Cole. Vote - All yes. Motion passed.

**Treasurers Report:**

A **Motion** was made by Gerald Cole to approve the Treasurers Report. Support for the motions was given by Tom Tithof. Vote- All Yes. Motion Passed.

**Revenue/Expenditure Report:** No Comments

**Presentation of Bills:** Supervisor Coetta Adams presented the October bills for approval.

A **Motion** was made by Gary Keeler to pay the bills as presented. Support for the motion was given by Tom Tithof. Roll call – Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (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 was not able to make the meeting but shared with Supervisor Coetta Adams that they are working on installing 17 gas wells that draw out methane. Residents may notice the smell during the installation process but it should go away once that it completed.

**Fire Department:** nothing to add to the Fire Department report.

**Police Department:** nothing to add to the Police Department report.

**Building Department:** Reports included in packet.

**Senior Center:** Report included in packet.

**APM:** nothing

**Business:**

**Resolution 23-009 Recreating Special Assessment District**

A **Motion** was made by Gary Keeler to approve the adoption of Resolution 23-009 Recreating the Special Assessment District. Support for the motion was given by Gerald Keeler. Roll Call - Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes). Motion passed.

**Recommended CBDG Projects for 2025-2027**

Supervisor Adams recommends using the CBDG money for limestone on Morrish and Marshall Rd. A **Motion** was made by Gary Keeler to use the CBDG money for limestone on Morrish and Marshall Rd. Support for the motion was given by Gary Keeler. Roll Call - Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes). Motion passed.

**Resolution 23-012 Adopt Recreation Plan**

A **Motion** was made by Supervisor Adams to adopt Resolution 23-012 as presented. Support for this motion was given by Steve Schlicht. Roll Call - Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes). Motion passed.

**Approval of 2024 Millage Rate**

A **Motion** was made by Gary Keeler to approve the Millage Rate for Township Operating at .8160. Police Operating at 2.7921, Fire Operating at 0.4534, Fire Equipment at .2397. Support for his motion was given by Tom Tithof. Roll Call - Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes). Motion passed.

**Approval of 2024 Wage Schedule**

A **Motion** was made by Gerald Cole to approve the 2024 Wage schedule. Support for the motion was given by Gary Keeler. Roll Call - Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

**Approval of 2024 Budget**

**Fund 101- General Fund**

2024 Total Estimated Revenues for General Fund 101 \$1,232,877.00, Expenditures are the same \$1,232,877.00.

A **Motion** was made by Gary Keeler to approve the General Fund 101. Support was given by Steve Schlicht. Roll Call- Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes). Motion passed.

**Fund 205 Fire Dept** - Revenues at \$138,294.00 and Expenditures at \$138,294.00

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Gary Keeler. Roll Call: Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes). Motion passed.

**Fund 206 Fire Equipment** - Revenues at \$60,000.00 and Expenditures at \$45,000.00

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Steve Schlicht. Roll Call: Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes). Motion passed.

**Fund 207 Police** - Revenues at \$968,059.00 and Expenditures at \$968,059.00

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Gerald Cole. Roll Call: Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes). Motion passed.

**Fund 208 Barber Park** - Revenues at \$137,060.00 and Expenditures at \$137,060.00

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Karen Jones. Roll Call: Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes). Motion passed.

**Fund 209 Cemetery** - Revenues at \$12,000.00 and Expenditures at \$7,000.00

A **Motion** was made to approve by Gerald Cole. Support for the motion given by Steve Schlicht. Roll Call: Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

**Fund 210 Police Equipment Fund** – Revenues at \$20,000.00 and Expenditures at \$20,000.00

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Steve Schlicht. Roll Call: Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes),. Motion passed.

**Fund 240 Mosquito Abatement** - Revenues at \$85,783.00 and Expenditures at \$85,783.00

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Gary Keeler. Roll Call: Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes). Motion passed.

**Fund 277 Brent Run** - Revenues at \$377,000.00 and Expenditures at \$377,000.00

Transfer out to Park Fund \$75,000

Transfer out to Debt Fund \$190,000

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Steve Schlicht. Roll Call: Coetta Adams (yes), Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes). Motion passed.

**Fund 370 PSA Building** - Loan Revenues at \$190,000.00 and Expenditures at \$190,144.00

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Gerald Cole. Roll Call: Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes). Motion passed.

**Fund 591 Water and Sewer** - Revenues at \$620,500.00 and Expenditures at \$620,500.00

A **Motion** was made to approve by Tom Tithof. Support for the motion given by Karen Jones. Roll Call: Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes). Motion passed.

**Use of Pavillion in Barber Park by Real Life Church**

Real Life Church requested the fee to be waived for them to use for a day of sledding, hot cocoa, and snacks. Vote – 6 yes, 1 no. Motion passed.

**Board Appointments- Planning Commission, Zoning Board of Appeals, & Board of Review**

A **Motion** was made by Gary Keeler to postpone making a selection for the Planning of Commission and ZBA. Support for the motion given by Gerald Cole. Vote - All yes.

A **Motion** was made by Tom Tithof to accept the suggested appointees; Juanita Hromek, Ron Loafman, Nicole Allard (Alternate), Maynard Reed (Alternate) for the Board of Review. Vote – All yes.

**Approval of Fire Equipment**

Fire Chief is requesting to purchase 2 new hoods for each of his fire fighters for a total of 40 hoods. He also requested a battery-operated fan.

A **Motion** was made by Tom Tithof to approve the \$9125.00 purchase of 40 hoods and fan as presented. Support was given by Gary Keeler. Roll Call - Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes) Steve Schlicht (yes). Motion passed.

**Budget Adjustments**

Fire Equipment- \$5,000 needs to be transferred from line item Sale of Asset 206-000-488.000 to Equipment Purchase 206-000-448.000 for the purchase of the new fire hoods and fan.

A **Motion** was made by Tom Tithof to approve the budget adjustment as presented. Support was given by Gerald Cole. Roll Call - Steve Schlicht (yes), Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes). Motion passed.

**Close Session**

A **Motion** was made by Steve Schlicht to close session and go into Executive Session. Support was given by Gary Keeler. Board Adjourned to the back meeting room.

Roll Call - Karen Jones (yes), Tom Tithof (yes), Gary Keeler (yes), Gerald Cole (yes), Sam Spence (yes), Coetta Adams (yes), Steve Schlicht (yes). Motion passed.

**Open Session**

A **Motion** was made Tom Tithof to re-open the November 21 Township Board Meeting session. Support was given by Gerald Cole. Vote - All yes.

**Citizens Comments:**

Craig Birnie spoke regarding the trash contract and the 4.5% yearly increase.

**Extended Board Member Comments:**

**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 7:20 p.m.

Submitted by:  
Steve Schlicht, Clerk

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Steven Schlicht, Clerk

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Coetta Adams, Supervisor