



Montrose Charter Township
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Montrose Township Regular Board Meeting
February 17, 2009

The meeting was called to order by Supervisor Mark Emmendorfer at 7:00pm.

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

Roll Call: Present- Mark Emmendorfer, Fred Domine, Donald Sullivan, Tom Tithof, Gary Keeler, Dan Hill, Linda Miller. Absent- 0

Citizens Comments:

John Soave inquired about the expiration date for the Charter Communications Franchise agreement. He wondered about a list of questions that he had presented to Supervisor Emmendorfer. Soave also said that he has not received his ninety five gallon garbage container.

Minutes:

Fred Domine made a **Motion** to amend the Minutes of the January 20, 2009 Board meeting to reflect that the \$10,115.00 approved for the purchase of a server and software upgrades would come from the General Fund. Support for the motion by Dan Hill. Vote- All yes. Motion passed.

Gary Keeler made a **Motion** to accept the minutes of the January 20th, 2009 Regular Board meeting as amended. Support for the motion by Dan Hill. Vote- All yes. Motion passed.

Treasurers Report:

Treasurer, D. Sullivan gave the treasurers report.

Revenue/Expenditure Report:

Supervisor M. Emmendorfer presented the Revenue/Expenditure report which is on file with these minutes.

Presentation of Bills:

Don Sullivan made a **Motion** to pay the bills as presented. Support for the motion by Gary Keeler. Vote- Miller (yes), Hill (yes), Keeler (yes), Tithoff (yes), Sullivan (yes), Domine (yes), Emmendorfer (yes). Motion passed.

Reports:

Fire Report- On file with these minutes.

Police Report- On file with these minutes. Chief Ellis said that they have received new uniforms and everyone likes them.

Building/ Assessing Department Report- On file with these minutes.

Building and Grounds Report- On file with these minutes. Supervisor Emmendorfer explained the flooding that occurred at the park. Pictures of the flooding & damage by Ice and water were projected onto our screen.

Senior Center Report- On file with these minutes. Sandy said that the Jamborees have been very successful. They had over 50 people at the last one. Sandy said that there have been quite a few seniors looking for food and seeking help with utility bills. Don Sullivan asked Sandy if there was a way to inform seniors that they are eligible for free meals and make them aware that we will bus them to and from the center?

C-M Ambulance Report- Because of the call volume, there is no ambulance bill for the month of January 2009. C M would like to have Advanced Life Support available on our local ambulance. They will be making a proposal to us in the near future.

Business:

Supervisor Emmendorfer read a request from Rosemary Brown to have the "Music in the Park" program again this summer. The requested dates are June 28, July 26, and August 23.

Don Sullivan made a **Motion** to approve "Music in the Park" on the requested dates. Support for the motion by Tom Tithof. Vote- All yes. Motion passed.

Supervisor Emmendorfer requested the Township Board add the following items to the agenda; **11.** Resolution to move the 4th precinct polling place from the Jennings Memorial Library to the Township Fire Hall. **12.** Solicit a Water study for the township. **13.** Approval to sell the 1988 Chevrolet rescue van. **14.** Approval to purchase new polling booths for the Township.

Dan Hill made a **Motion** to add these four items to the agenda. Support by Gary Keeler. Vote- All yes. Motion passed.

Fire Department Resignation;

Firefighter Tim Crawford, has submitted a letter of resignation from the fire department effective February 3, 2009.

Tom Tithof made a **Motion** to accept the resignation of Tim Crawford. Support for the motion by Gary Keeler. Vote- All yes. Motion passed.

Senior Center Updates;

Supervisor Emmendorfer updated the Board about the Senior Center budget and how it has evolved under the Genesee County Senior Millage. Mark also made the Board aware of the status of our search for an assistant director.

Supervisor Emmendorfer explained the Senior Committee's recommendation to purchase the "My Senior Software". The cost for this software is \$13,530.00.

Gary Keeler made a **Motion** to purchase the "My Senior Software" for \$13,530.00. Support for the motion by Dan Hill. Vote- Domine (yes), Sullivan (yes), Tithof (yes), Keeler (yes), Hill (yes), Miller (yes), Emmendorfer (yes). Motion passed.

Supervisor Emmendorfer explained that the Senior Committee has recommended the purchase of (100) "MTS" chairs to replace the fifteen year old chairs at the Center. The cost of these chairs is \$5,053.00.

Gary Keeler made a **Motion** to purchase these chairs for the quoted price of \$5,053.00. Support for the motion by Dan Hill. Vote- Domine (yes), Sullivan (yes), Tithof (yes), Keeler (yes), Hill (yes), Miller (yes), Emmendorfer (yes). Motion passed.

Jennings Memorial Library Contract and Lease;

Supervisor Emmendorfer explained the contract to be worked out between the Township and the City of Montrose. The City will bill the Township for ½ of the water/sewer bill on a bi-annual basis. The Township will bill the City for ½ of the of the electricity/gas usage on a bi-annual basis. The Township will enter into lease agreement with the school for the library building. The Township will enter into a lease agreement with the Genesee County Library for the library. The Montrose Community Schools will continue to supply routine maintenance (cleaning, minor maintenance, lawn mowing, snow removal, etc) to the library building and grounds at no cost to the city or the township. The Montrose Community Schools will not be responsible for any major maintenance needed for the building or the grounds. These costs will be assumed by the Township. To fund this program the Township will reserve the amount of \$10,000.00 of the impact fee account.

Tom Tithof made a **Motion** to enter into a contract with the City of Montrose for sharing the utility costs for the Jennings Memorial Library, also, to enter into a contract with the Montrose Community Schools for the maintenance of the library building, also, for the Township to reserve \$10,000.00 of the impact fund to pay for any major repairs to the library. This \$10,000.00 fund would be replenished when expenditures are made. The \$10,000.00 reserved amount will be maintained at that level. Attorney, Otis Stout will draft the language needed to accomplish and perfect these agreements. Support for the motion by Linda Miller. Vote- Hill (yes), Domine (yes), Sullivan (yes), Miller (yes), Tithof (yes), Keeler (yes), Emmendorfer (yes). Motion passed.

Gary Keeler made a **Motion** to enter into a lease agreement between Montrose Charter Township and the Montrose Community Schools for the leasing of the Library Building and the present parking lot. The lease fee would be \$1.00 per year and would be written for (2) five year terms, expiring on December 31, 2017. Support for the motion by Don Sullivan. Vote- Hill (yes), Domine (yes), Sullivan (yes), Miller (yes), Tithof (yes), Keeler (yes), Emmendorfer (yes). Motion passed.

A copy of the lease is on file with these minutes.

Poverty Exemption- Income and Asset Test;

Dennis Miller explained that the Township Board has to adopt poverty exemption guidelines for the Board of Review to follow when making decisions on poverty exemptions. Dennis went on to explain the asset level tests that he has suggested in making determinations. Discussion followed.

Dan Hill made a **Motion** to adopt a resolution raising the level guidelines by 150% over the 2008 guidelines as presented.

Dan's motion died for lack of support.

Gary Keeler made a **Motion** to adopt the Resolution for Poverty Exemption Income Guidelines as presented. Support for the motion by Tom Tithof. Vote- Six (yes), One (no). Motion passed.

Tom Tithof made a **Motion** to advertise our Poverty Exemption Guidelines two weeks before each Board of Review session. Support for the motion by Gary Keeler. Vote- All yes. Motion passed.

Final 2008 Budget Amendment;

Clerk, Fred Domine, explained the budget as amended. Fred explained that there was one line in error but, because the year has been closed, this line could not be amended. The change will have to be made by our auditors when they conduct our annual audit.

Dan Hill took exception to the manner in which the budget was amended. Fred Domine told Dan that he had been instructed to do the amendment in this manner by book keeper S. Williams and BS&A Software. He will consult with the township's auditors for their opinion.

Gary Keeler made a **Motion** to accept the amended budget as presented. Support for the motion by Don Sullivan. Vote- Domine (yes), Keeler (yes), Miller (yes), Hill (yes), Sullivan (yes), Tithof (yes), Emmendorfer (yes). Motion passed.

Genesee County Road Commission 50/50 Monies Ditching Project;

Supervisor, Emmendorfer explained that we are eligible to receive 50/50 money for ditching in the amount of \$14,332.00. The County will match this amount for a total of \$28,664.00. Mark says that he has contacted, Ron Latimer, the local county garage foreman, and it is his recommendation that we ditch the west side of Nichols road from Dodge road to Wilson road. Mark also explained that the township receives twelve days of ditching each year and we try to use these to take care of spot problems.

Gary Keeler made a **Motion** to expend \$14,332.00 to ditch Nichols Road from Dodge to Wilson road using the Township's share of 50/50 money for a total of \$28,664.00. Support for the motion by Dan Hill. Vote- Domine (yes), Keeler (yes), Miller (yes), Hill (yes), Sullivan (yes), Tithof (yes), Emmendorfer (yes). Motion passed.

Remove Special Assessment from Parcel 13-19-400-014;

Don Sullivan made a Motion to remove the special assessment for waste pickup from this parcel of land. The parcel is an empty piece of land. Support for the motion by Dan Hill. Vote- All yes. Motion passed.

Discussion on Sewer Rate for possible Increase;

Supervisor Emmendorfer explained the sewer rate increases that Genesee County has imposed. Mark explained that the township needs to collect \$71,229.36 to break even. He went on to explain that if we do not adopt the county increase, the rate increase will reduce our sewer revenue to \$52,846.72. If we pass the county increase on, the township will generate \$77,362.20. This gives us a very small positive cash flow. Discussion followed.

Mark Emmendorfer made a **Motion** to pass on the sewer rate increases imposed by Genesee County. The Montrose Township sewer rate will remain the same. Support for the motion by Dan Hill. Vote- All yes. Motion passed.

Discussion of Water Rate for Possible Increase;

Supervisor Emmendorfer said that he wanted to make the Board aware that the township has received notification that Detroit will impose an additional water rate increase of 9.6% effective July 1, 2009. The City of Flint will probably pass this rate increase along to each municipality.

Discussion on Water & Waste On/Off Winterization Policy;

Mark explained the County's new policy dealing with water and sewer service on abandoned, condemned, or foreclosed structures within the County's service area. Mark explained that he had a problem with the section that called for a new water tap in fee to be paid for a service that was shut for over eighteen months.

Resolution to Move Polling Place;

Clerk, Fred Domine, explained that he wanted to move the polling place for Precinct 4 from the Jennings Memorial Library to the Township Fire Department on Nichols Road. The Library is very busy and the room that we use as a polling place is also used as a computer room for the library. Our voting equipment cannot be secured in this room and there is a lot of confusion and congestion with the heavy library traffic. The Fire Department is located within the geographical boundaries of the precinct 4 and will be more convenient for the voters. There is ample parking on the south side of the Fire Hall and the newly remodeled meeting room will adequate to conduct the elections without moving the fire trucks outside.

Gary Keeler made a **Motion** for a Resolution to move the polling place for Precinct Four (4) from the Jennings Memorial Library to the Montrose Township Fire Hall. Support for the motion by Tom Tithof. Vote- All yes. Motion passed.

Water Study Quotes and Discussion;

Supervisor Emmendorfer explained the concept of a water study for the township. This study would prepare a General Plan for Water Distribution within the Township. It would also include a future water use projection based on population, number of customers etc. Mark has talked with Spicer engineering and Wade-Trim about doing this study. Both

firms supplied us with proposals. Spicer's Proposal is \$7,500.00. Wade-Trim's Proposal is \$3,800.00. They both made their proposals based on the same ten items.

Gary Keeler made a **Motion** to award the Water Line Study to Wade-Trim based on their proposal of \$3,800.00. Support for the motion by Don Sullivan. Vote- Emmendorfer (yes), Domine (yes), Keeler (yes), Sullivan (yes), Miller (yes), Hill (yes), Tithof (yes). Motion passed.

Gary Keeler made a **Motion** to amend the budget in the amount of \$3,800.00 to pay for the Water Line Study. This money would come from the Water Fund. Support for the motion given by Don Sullivan. Vote- All yes. Motion passed.

Sale of Old Rescue Squad Van;

The Fire department does not use this vehicle any more. Mark explained that we tried to utilize this van in our Building and Grounds Department but we did not have a garage with a door high enough to store the van. We also found out that it would cost about \$300.00 to install a hitch on it and another 300.00 to remove the bench seat. Mark asked for the board's permission to sell the van. He explained that the Clerk has listed it in the paper for \$1,350.00 and the Township has reserved the right to accept or reject any or all bids.

Tom Tithof made a **Motion** to allow the executive committee to sell this van to the highest bid above the minimum bid. Support for the motion by Gary Keeler. Vote- All yes. Motion passed.

Purchase of Voting Booths;

Fred Domine explained that the township needs new voting booths. The ones that we are using are old, dirty, broken, or missing parts. The poll workers have to tape, wire or do whatever to make them work. It is time that we invested in new ones. Fred gave an estimated cost for 45 regular and 4 handicap booths of \$8,300.00. Fred asked to spend up to the \$8,300.00 to purchase new voting booths.

Gary Keeler made a **Motion** to purchase new voting booths and to expend up to \$8,300.00 to purchase them. Support for the motion by Tom Tithof. Vote- Miller (yes), Hill (no), Keeler (yes), Tithof (yes), Sullivan (yes), Emmendorfer (yes), Domine (yes). Motion passed.

Gary Keeler than made a **Motion** to amend the Elections Budget by adding \$8,300.00 and to take the money from the General Fund. Support for the motion by Dan Hill. Vote- All yes. Motion passed.

Any other Business:

Fred Domine said that he believed that the township mileage allowance was too high. The rate was set at the Federal rate of \$.55 per mile at our December Budget meeting. Fred said that he thought the \$.55 federal rate was for a full time traveling person who wanted to cover depreciation of his vehicle, Insurance, and fuel used. As township officials we do not regularly use our vehicles for township business and should receive a lesser rate than the Federal rate of \$.55. Discussion followed.

Dan Hill made a **Motion** to establish the township mileage reimbursement rate as a percentage of the Federal rate. For travel outside of Genesee County mileage would be

reimbursed at 80% of the Federal rate. Travel inside of Genesee County would be reimbursed at 40% of the Federal rate. Support for the motion by Gary Keeler. Vote- All yes. Motion passed.

Mark informed the Board that the Brent Run Landfill may be sold to a company named Waste Connections. If all goes well, the transaction could be completed by April 1, 2009.

Citizens Comments:

Patricia Payne asked how much a driveway culvert costs? Mark Emmendorfer said that he thought the current rate for a 20' by 12" Culvert was \$125.00.

Jean Segar commended the Board for discussing the poverty exemption issue.

Adjournment:

Gary Keeler made a **Motion** to adjourn the meeting. Support for the motion by Dan Hill. Vote- All yes. Meeting adjourned at 10:15 PM.

Submitted by
Fred Domine, Township Clerk

Mark Emmendorfer, Supervisor

Fred Domine, Clerk

Mark Emmendorfer - Supervisor **Fred Domine** – Clerk **Donald Sullivan** – Treasurer
Township Trustees - **Gary Keeler, Dan Hill, Linda Miller, Tom Tithof**