



Montrose Charter Township  
139 S. Saginaw Street, P.O. Box 3128 Montrose, MI 48457  
Phone (810) 639-2021 Fax (810) 639-3207

Montrose Township Regular Board Meeting  
March 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, Gary Keeler, Tom Tithof, Don Sullivan, Dan Hill,  
Linda Miller, Fred Domine.

Absent- 0

**Citizens Comments:** None.

Supervisor Emmendorfer introduced Carolyn Nash from the Genesee County District Library and asked that she be allowed to speak about the Library. Ms Nash presented the Board Members with a pamphlet containing facts pertaining to library use in the Montrose Township and the City of Montrose. The "Door Count" number of people visiting the library increased from 46,106 people in 2007 to 70,499 people in 2008. She thanked us for our support of the library. Supervisor Emmendorfer asked her if the new agreement between the Township and the Genesee District Library was nearing completion. She replied that it was. Mark thanked her for attending the meeting.

**Minutes:**

Gary Keeler made a **Motion** to accept the minutes of the February 17, 2009 Regular Board Meeting as written. 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:**

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

### **Reports:**

Fire- Report on file. Chief Ellis acknowledged the receipt of new (hand down) chairs from the Township Hall. Darrell also explained the "Firepup Program". This is a Fire Prevention program that is put on in our local schools by the fire department. Enclosed in our packet is copy of a letter to area merchants asking for their financial support for the Firepup program.

Police- Report on file.

Building/ Assessing Department- Report on file. Dennis Miller said there were only two building permits issued for the month.

Building and Grounds- Report on file.

Senior Center- Report on file. Sandy said Attendance has been great for the Jamborees. The new chairs for the Senior Center were delivered today. That is why we are sitting in different chairs. These are from the Senior Center and the Township Halls' chairs went to the Fire Department.

C M Ambulance- There is no charge for the month of February because income generated from calls exceeded \$15,000.00.

### **Business:**

**Public Hearing;** Request for a Resolution to proceed with the 2009 DNR Trust Fund Grant Application.

Gary Keeler made a **Motion** to open the Public Hearing for the DNR Grant Application. Support for the motion by Don Sullivan. Vote – All yes. Public Hearing Opened.

A map of the Barber Memorial Park was projected onto the screen and Supervisor Emmendorfer explained the new improvements and changes and improvements that we will be able to make if we receive the DNR Grant. The items are as follow;

- 1.Fishing Platforms (2)
- 2.Boat Launch (1)
- 3.Walking Path extension & Parking Lot expansion.
- 4.Universally accessible Picnic Table (1)
- 5.Play Structure (1)
- 6.Restroom Building (1)
- 7.Extend electricity for improved lighting & restroom facility.

8. Install water line and drinking fountain. (1)
9. Two interpretive signs and two road signs (4)
10. Site restoration and clean up.

Total project cost- \$498,500.00. Township matching funds pledged- \$150,000.00.

Discussion took place. Questions about the fishing piers, engineers for the project, location of restroom facility, Sewage disposal were answered to the satisfaction of those in attendance.

**Motion** by Gary Keeler to close the Public Hearing. Support for the motion by Tom Tithof. Vote- All yes. Public Hearing Closed.

**Motion** by Gary Keeler for the Charter Township of Montrose to adopt a Resolution to submit a 2009 Grant Application to the Michigan Natural Resources Trust Fund for improvements and additions to the Barber Memorial Park. Also, to reserve \$150,000.00 of township funds as a match for this grant if it is received. Support for the motion by Don Sullivan. Vote- Domine (yes), Sullivan (yes), Tithof (yes), Keeler (yes), Hill (yes), Miller (yes), Emmendorfer (yes). Motion passed.

### **Board Approval for Beverly Diffin as Assistant Senior Center Director;**

Supervisor Emmendorfer announced that the position of Assistant Director for the Montrose Township Senior Center has been filled by Beverly Diffin. Beverly was the unanimous selection from a field of 36 applicants. At meeting held February 26, 2009, it is the Montrose Township Senior Committees' recommendation to offer the Assistant Director position to Beverly Diffin.

Gary Keeler made a **Motion** to approve the hiring of Beverly Diffin for the position of Assistant Director of the Montrose Township Senior Center. Her contract end date will be December 31, 2009. The contract will be renewable upon completion of a satisfactory employee evaluation. Support for the motion by Don Sullivan. Vote- All yes. Motion passed.

### **Master Plan Discussion to release Draft;**

Gary Keeler explained that the Township Board has to authorize a release of the preliminary draft of our Master Plan update. Copies of the draft will be sent to all governmental units which border our township. They will then have sixty three days to voice any objections. The Township will then have to hold a Public Hearing for the Master Plan update.

Tom Tithof made a **Motion** to release preliminary draft copies of the proposed updates of the Montrose Township Master Plan to our neighboring governmental units for their input. Support for the motion by Gary Keeler. Vote- All yes. Motion passed.

## **Revisions to Sign Ordinance Recommendation;**

Several months ago, the Township Board directed the Planning Commission to review Section 153.299 Subsection A of the zoning ordinance and make their recommendations for any changes.

After receiving the Planning Commissions' recommendation the Township Board would then vote on adopting Ordinance 09-177, "Sign Regulations".

The Planning Commission recommendation is to change section 153.299 sub-section A, to read as follows; *"No on-site sign shall be permitted or allowed to display any goods or services which are not accessory to the business or businesses conducted on the property"*. All other language in sub-section A is deleted.

In a memo summarizing the Planning Commissions' decision Dennis Miller wrote-"It is the intent of the Planning Commission to restrict the advertising of off-site products and or goods and services from on-site signs within Montrose Township, while still allowing other forms of free speech such as displaying birthday wishes, anniversary messages, civic and charitable messages, political messages and other similar messages."

Supervisor Emmendorfer explained that the Township Board has received the recommendation of the Planning Commission and asked for discussion on the issue from the Board Members.

Gary Keeler made a **Motion** to adopt Ordinance 09-177 (**Sign Regulations**) Sections 153.295 through 153.302 with the recommended revision to the wording of Section 153.299 sub-section A. Support for the motion by Dan Hill. Vote- Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Fred Domine (yes), Donald Sullivan (yes), Tom Tithof (yes), Mark Emmendorfer (yes). Motion passed.

## **Discussion of Weed Ordinance;**

In answer to questions about the Townships Weed Ordinance (Ordinance 153 passed 01/16/2007) Supervisor Emmendorfer decided to bring it before the Township Board for discussion. Emmendorfer explained the need for the Ordinance. It is a tool that we can use to deal with properties that have been let go with uncontrolled growth of weeds and grass.

Gary Keeler asked about mowing properties that are in violation. Emmendorfer explained that the mowing will be performed by the Township Building and Grounds Department with charges for time and equipment. A \$50.00 administrative fee is added to the invoice.

Tom Tithof asked what is the penalty imposed for violation of the ordinance? Emmendorfer explained that the Township does not go out looking for violations of the ordinance but only responds to complaints by residents. Upon receiving a complaint the Enforcement officer visits the site takes photographs and documents the complaint. He then sends a letter to the responsible party informing them of the complaint and notifying them that they have seven days to correct the problem.

If no action is taken by the responsible party to correct the problem, the enforcement officer will then direct the Building and Grounds Department to go to the property and make the necessary correction. The responsible party would then be billed for the work performed plus the \$50.00 administrative fee. If the billing is not paid, it will be added to the taxes for this piece of property and in effect becomes a lien against the property.

Keeler asked what would happen if the responsible party was willing but unable to perform the clean up because of a financial situation or a health issues? Dennis Miller said if this was the case he would go to the Supervisor and try to figure out a way to help them out by involving a service organization or a community group. If this wasn't feasible, he could order the work performed by the Township and come before the Township Board to plead a special case.

Tom Tithof asked if there has been any problem with the Ordinance. Emmendorfer answered no.

Supervisor Emmendorfer asked if there was any further discussion or action to be taken on this subject. There were no further comments or motions from the Board on this item. **No Action Taken.**

#### **Remove Special Assessment from Parcel 13-04-400-007;**

Supervisor Emmendorfer explained that parcel 13-04-400-007 is a vacant parcel and should not have this garbage assessment on it.

Gary Keeler made a **Motion** to remove the garbage Special Assessment from parcel 13-04-400-007. Support for the motion given by Dan Hill. Vote- All yes. Motion passed.

#### **Automatic Mutual aid agreement with Flushing Fire Department;**

Montrose Township Fire Department wishes to enter into a Mutual Aid Agreement with the Flushing Fire Department for all structure fires. We presently have a Mutual Aide Agreement with Maple Grove Township but Genesee County and Saginaw County use different radio systems and it is difficult to communicate between the two departments. All of Genesee County uses the 800 megawatt system and communication is not a problem. Also, Montrose Township has fire equipment that is similar to that of Flushing and we will be able to work better together. Under the Mutual Aide Agreement, Montrose Township would respond to all structure fires in Flushing Township and Flushing Township will respond to all structure fires in Montrose Township.

Don Sullivan made a **Motion** to enter into an Automatic Mutual Aide Agreement with Flushing Fire Department and to allow Chief Darrell Ellis to sign this agreement on behalf of Montrose Township. Support for the motion by Gary Keeler. Vote- All yes. Motion passed.

#### **2009 Road Dust Control Program;**

Supervisor Emmendorfer presented the Genesee County Road Commissions' Dust Control program for 2009. The first application will be paid by Genesee County Road Commission, second and third applications are the responsibility of the Township. The first application of Chloride will be made the week of May 4, 2009. Second application will be the week of July

7, 2009. The third application will be the week of Sept 8, 2009. The Chloride can be applied at a rate of either 38% or 35% Calcium Chloride per 2,000 gallons of water.

Don Sullivan made a **Motion** for Montrose Township to receive two applications of 38% Calcium Chloride on the Townships' roads this season. The first application will be paid by the Genesee County Road Commission. The second application will be paid for by Montrose Township. The Township cost to be \$27,394.50. Support for the Motion by Tom Tithof. Vote- Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Fred Domine (yes), Donald Sullivan (yes), Tom Tithof (yes), Mark Emmendorfer (yes). Motion passed.

### **Law Day Theme Recognition;**

Supervisor Emmendorfer has received a request from the Genesee County Bar Association to recognize May 1<sup>st</sup>, 2009 as LAW DAY. The theme of this years' law day is "A Legacy of Liberty—Celebrating Lincolns Bicentennial".

Gary Keeler made a **Motion** to recognize May 1<sup>st</sup>, 2009 as Law Day. Support for the Motion by Linda Miller. Vote- All yes. Motion passed.

### **Discussion of Longevity pay for part-time employees;**

Mark explained the concept of a Longevity Bonus to the Township Board. Mark said the Policy and Procedure Committee thought that this could be a way of recognizing individuals who have made a long term employee commitment to Montrose Township on a part-time basis. Mark said that he was not asking the Township Board to make any decision on the longevity bonus tonight. This was brought to the board to determine if there was any objection to the program. Hearing no objection from Board members, Mark said that he will take the program back to the Policy and Procedure Committee for refinement and should be able to present the finished product to the Township Board in the near future.

### **Discussion on Burning Permits;**

Chief Ellis explained that the Fire Department would like to develop a more hands on system of delivering Burning Permits. The present telephone system is too routine and does not readily identify the person requesting the Burning Permit. Also, it is difficult to relay rules and cautions about responsible burning over the telephone. Burning permits need to be requested in person with a hard signed copy delivered to the applicant.

Tom Tithof made a **Motion** to allow the Police Department, Fire Department and Township Supervisor to work together to devise and implement a new Burning Permit System for the Township. Support for the motion by Fred Domine. Vote- All yes. Motion passed.

**Supervisor Emmendorfer asked the Board for permission to add the following three items to the Agenda;** CDBG Signature Card, Resignation of Curtis Jacobi, & Generator Back-up System.

Dan Hill made a **Motion** to add the three items to the Agenda. Support for the motion by Linda Miller. Vote- All yes. Motion passed.

### **CBDG Signature Card;**

Gary Keeler made a **Motion** for a Resolution authorizing Mark Emmendorfer and Fred Domine to Sign CBDG documents on behalf of Montrose Township. This will be Township Resolution 09-06. Support for the resolution by Linda Miller. Vote- All yes. Resolution passed.

### **Resignation of Curtis Jacobi;**

Gary Keeler made a **Motion** to accept the resignation of Curtis Jacobi effective March 27<sup>th</sup>, 2009. Support for the motion by Don Sullivan. Vote- All yes. Motion passed

### **Generator Back-up System;**

Supervisor Emmendorfer explained that he thought it would be an asset to the Township if we could have back-up emergency generators at the Senior Center, Police Department, and Fire Department. In the event of weather or other emergency it would be critical to have these departments up and operating to serve the citizens of the community. Mark said that he contacted an electrical contractor and obtained preliminary cost estimates for the three generators. The cost estimates are as follows; Senior Center- \$21,000.00, Police Department- \$10,000.00, Fire Department- \$12,000.00. The Township would need to contract with someone to write a set of specifications so we could put the three generators out for bids. We would reserve the right to accept any or no bids in the event that the township did not want to do all three projects.

Don Sullivan made a **Motion** to have specifications drafted for the three generator units with an expenditure allowance of up to \$500.00 to pay for the specifications. Montrose Township will advertise for bids after obtaining the specifications. Montrose Township will reserve the right to accept or reject any or all bids. Support for the motion by Gary Keeler. Vote- Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Fred Domine (yes), Donald Sullivan (yes), Tom Tithof (yes), Mark Emmendorfer (yes). Motion passed.

**Other Business;** None

### **Citizens Comments;**

Sandy Parra thanked Linda Miller and Dan Hill for participating in the selection process for the Assistant Director.

A resident of Frances Road east of the Flint River asked if Supervisor Emmendorfer knew anything about repairs being made to Frances Road between Elms road and McKinley Road. Emmendorfer said that the Road Commission has purchased a paving machine. It is rumored that they might pave this section of road if Flushing Township and Montrose Township would share the cost of the materials. Emmendorfer stressed that this is just a rumor.

Phil Casciano said that it would be nice if the township could extend the water line from Seymour Road into the Montrose Township Park. This would give the Fire Department a place to do training and it would afford better protection for the buildings that we have located in the park.

**Adjournment;**

Gary Keeler made a Motion to adjourn the meeting. Support for the motion by Don Sullivan. Vote- All yes. Motion passed. Meeting adjourned at 9:25PM

Submitted by  
Fred Domine, Township Clerk

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Mark Emmendorfer, Supervisor

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Fred Domine, Clerk

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