



Montrose Charter Township
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Montrose Township Board Meeting

PLACE:

Montrose Township Hall, 139 S Saginaw Street, Montrose, MI 48457

DATE:

November 9, 2010

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

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

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

Agenda Approval: Gary Keeler made a **Motion** to approve the Agenda as written. Support for the motion by Dan Hill. Vote- All yes. Motion passed.

Citizens Comments: None

Minutes: Gail Fikes made a **Motion** to approve the minutes of the October 19, 2010 Regular Board Meeting as written. Support for the motion by Dan Hill. Vote- All yes. Motion passed.

Gary Keeler made a **Motion** to approve the minutes of the October 26, 2010 Special Board Meeting as written. Support for the motion by Dan Hill. Vote- All yes. Motion passed.

Treasurer's Report: Gail Fikes presented the Treasurers Report.

Revenue Expenditure Report: Mark Emmendorfer presented the Revenue and Expenditure Report.

Presentation of Bills: Including an invoice from FANG in the amount of \$5,339.79. Tom Tithof made a **Motion** to pay the bills as presented. Support for the motion given by Dan Hill. Vote- Domine (yes), Fikes (yes), Tithof (yes), Tithof (yes), Keeler (yes), Hill (yes), Miller (yes). Motion passed.

Reports: Fire Dept- Report is on File with minutes. Supervisor Emmendorfer read a letter from Chesaning/Brady Fire Dept. commending the actions of Mike Taylor for his help at an injury accident on October 10, 2010.

Police Dept- Report is on file with these minutes.

Building Dept- Report is on file with these minutes. .

Center is Senior Center- Report is on file with these minutes. Sandy said that the Party. having a Thanksgiving dinner and is planning a Christmas Party.

Building and Grounds Dept- Report is on file with these minutes.

Twin Township Ambulance- Report is on file with these minutes.

Business:

Presentation by Wade-Trim outlining a possible Capital Improvement Plan- Mark introduced Charles “Chip” Smith from Wade-Trim. Chip is a Senior Planner employed by Wade-Trim. Chip said “because we have a constant but finite stream of income from the Landfill”, we should try to determine and prioritize projects that will benefit the township. The Capital Improvement Plan sets this process in motion. The plan would allow us to leverage our money by pursuing State, Federal and Philanthropic grants. The Capital Improvement Plan would utilize input from the community in selecting and prioritizing projects. Fred Domine made a **Motion** to engage Wade-Trim to begin exploring the implementation of a Capital Improvement Plan for Montrose Township not to exceed an expenditure of \$3,000.00. Support for the motion was given by Gary Keeler. Vote- Domine (yes), Fikes (yes), Tithof (no), Keeler (yes), Hill (no), Miller (yes), Emmendorfer (no). Motion passed.

Supervisor Emmendorfer asked Beth Schroeder for an update on the Wilson/Nichols Roads water main project. Beth said that they have already given out 12 bid packages to contractors. The bid opening will be December 1st, 2010. The bid calls for a contract price hold of 120 days. This will give the Township time to hold our Public Hearing and establish a Special Assessment District. Work on the water line could begin around the 1st of April.

2nd Reading of the Ordinance to Amend Chapter 31 of the Codified Ordinances (Purchasing) - Tom Tithof made a **Motion** to accept this as the 2nd reading of the of the amended Purchasing Ordinance. Support for the motion was given by Gary Keeler. Vote- Tithof (yes), Keeler (yes), Hill (yes), Miller (yes), Emmendorfer (yes), Domine (yes), Fikes (yes). Motion passed.

Resolution Implementing a Employee Health Care Incentive Program- Emmendorfer explained the plan would work and the township would realize a savings on our insurance

plan if three employees would sign up the first year, two employees the second year and one employee the third and all subsequent years. Our agent representative Rachel Abarca suggested that the incentive plan be included in the township employee manual and that employees who decide to accept the Incentive Plan be required to sign an affidavit acknowledging the fact that they are taking the incentive in lieu of medical insurance coverage. Supervisor Emmendorfer said that our attorney has advised the Board not to pass this resolution until we have all of the pieces of the incentive plan in place. Tom Tithof made a **Motion** to table the Incentive Plan Resolution until the December meeting. Support for the motion was given by Linda Miller. Vote – All yes. Motion passed.

Discussion and possible decision on fence bids for the parking lot- Supervisor Emmendorfer said that he obtained bids for a chain link fence with vinyl privacy slats. This might be a better solution for protecting the neighbors from automobile headlights and preserving the integrity of the parking lot than planting shrubs. The fence would not require the maintenance of the plantings and would offer immediate buffering for headlights as well as establish the boundaries of the parking lot. The bids for the fence were from Liberty Fence Company- \$4,779.00 & Michigan Fence Company \$5,690.00. Dan Hill made a **Motion** to have Liberty Fence Company install a chain link fence with vinyl slats along the north and east sides of the parking lot at 127 S. Saginaw Street for the bid price of \$4,779.00. Support for the motion was given by Tom Tithof. Vote- Keeler (yes), Hill (yes), Miller (yes), Emmendorfer (yes), Domine (yes), Fikes (yes), Tithof (yes). Motion passed.

Solid Waste Pick Up Costs- The waste pick up fee for residential waste pick up will rise from \$8.96 per month to \$9.10 per month for the 2011 calendar year. The Finance Committee recommends not passing this small increase on to the township residents for this year. The increase would be paid out of the Impact Fund. Discussion took place among the Board members. Gail Fikes made a **Motion** to not add the solid waste pick up increase to the waste pick up assessment for calendar year 2011 but to pay this increase out of the Impact Fund for the 2011 year only. Support for the motion was given by Fred Domine. Vote- Hill (yes), Miller (yes), Emmendorfer (yes), Domine (yes), Fikes (yes), Tithof (yes), Keeler (yes). Motion passed.

Parking Lot Inter-Governmental Agreement with projected costs- Supervisor Emmendorfer said that he has not heard anything about the Inter-Governmental agreement from Board members since handing it out last month, he is assuming that there is a consensus that it is all right to proceed with presenting it to the City of Montrose for their approval.

Delinquent Water & Sewer accounts added to Tax Roll- Gail Fikes asked to add past due amounts for Water/Sewer bills, Mowing, Road ditching charges (culverts) to the winter tax bills. Gail Fikes made a **Motion** to add the past due amounts for Water/Sewer bills, Mowing and Road ditching charges to the appropriate winter tax bills. Support for the motion was given by Dan Hill. Vote- Miller (yes), Emmendorfer (yes), Domine (yes), Domine (yes), Fikes (yes), Tithof (yes), Keeler (yes). Motion passed.

Budget Amendments-

Supervisor Emmendorfer said that the pass through start up money for the Senior Center has been reduced from \$31,271.00 to \$18,971.00. We were not aware of this change and had already approved and transferred \$31,271.00 to the Senior Center budget for the 2010-2011 year. We need to remove the excess money from the Senior Center account and return it to the General Fund. Tom Tithof made a **Motion** to remove the excess money \$12,300.00 from the Senior Center Account and replace it in the General Fund. Support for the motion was given by Gary Keeler. Vote- Emmendorfer (yes), Domine (yes), Fikes (yes), Tithof (yes), Keeler (yes), Hill (yes), Miller (yes). Motion passed.

Fred Domine said that we need to increase the Cemetery budget by \$500.00. We went over budget on the development of the new section and the service road. This amount needs to be added to the Cemetery Capital improvement line 209-000-983.000. Tom Tithof made a **Motion** to increase the Cemetery budget by \$500.00 and to add this amount to 209-000-983.000 Capital Improvement. Support for the motion was given by Linda Miller. Vote- Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Mark Emmendorfer (yes). Motion passed.

Fred Domine said that we need to transfer \$39,364.67 from the Water Fund to the Park Capital Improvement line. This is to pay for the water line that was constructed into the park. The Board agreed to fund this water line in this manner at a prior board meeting but the actual transfer was never approved. Tom Tithof made a **Motion** to Transfer \$39,364.67 from the Water Fund to the Park Capital Improvement line 208-000-983.000. Support for the motion was given by Linda Miller. Vote- Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Mark Emmendorfer (yes). Motion passed.

Extended Board Member Comments:

Tom Tithof asked if there is a heater in the pipe chase at the new restroom in the park. Emmendorfer said he will find out.

Supervisor Emmendorfer said that all Board members have received a copy of the proposed 2011 budget. He said that he would like to hold the budget meeting on November 30, 2010 at 5:00pm.

Citizens Comments:

Richard Cummings said the Firemen's Association will be holding Bingo on 11/13 and 11/20.

Cummings said that he is looking for Eagle Scout projects for the Boy Scouts.

Cummings asked about the Budget meeting. He alluded to some unusual expenditures that the Fire Dept will incur in the coming year. Supervisor Emmendorfer asked if Fire Administrator Ellis had been made aware of these expenditures. Mark made note of the fact that there was \$50,000.00 left in the Fire Department budget from this year.

Adjournment:

Gary Keeler made a **Motion** to adjourn the meeting. Support for the motion was given by Gail Fikes. Vote- All yes. Motion passed.

Submitted by

Fred Domine

Montrose Township Clerk

Mark Emmendorfer, Supervisor

Fred Domine, Clerk

Dan Hill Trustee **Gary Keeler** Trustee **Linda Miller** Trustee **Tom Tithof** Trustee