



Montrose Charter Township
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Montrose Township Board Meeting

PLACE:

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

DATE:

June 16, 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

Citizens Comments: None

Minutes:

Gary Keeler made a **Motion** to approve the minutes with the following correction. Page four under "New Office Hours" *Gail Fikes made the motion to change the office hours.* Support for the motion was given by Gail Fikes. Vote- All yes. Motion passed.

Treasurer's Report:

Gail Fikes presented the Treasurers report.

Revenue Expenditure Report:

Supervisor Emmendorfer presented the Revenue and Expenditure Report. Trustee, Dan Hill, requested revenues be included in this report.

Presentation of Bills:

Tom Tithof made a **Motion** to pay the bills as presented. Support for the motion was given by Dan Hill.

The MTA membership invoice in the amount of \$2,951 was presented for consideration by the Board. This invoice covers the time period 07/01/2010-06/30/2011.

Tom Tithof made a Motion to pay this invoice. Support for the motion was given by Dan Hill. Vote- Fikes (Yes), Tithof (yes), Keeleer (yes), Hill (yes), Miller (yes), Domine (yes), Emmendorfer (yes). Motion passed.

Reports:

Fire Department- On file with minutes.

Police Department- On file with minutes.

Building Department- On file with minutes. Tom Tithof inquired about a Building Permit issued to Grainger Construction for an "Interior Wall". Dennis Miller explained that Grainger is expanding their generating facility. This required the construction of a fire wall.

Senior Center- On file with minutes.

Building and Grounds- On file with minutes.

Business:Mass Transportation Authority Presentation:

Service Center Manager, Scott Henry, addressed the Board. Scott explained that the millage request was a renewal of a millage that has been in effect for ten years. The renewal would be for 5 years. This renewal request will be on the August 3, 2010 ballot.

Tom Tithof made a **Motion** for Montrose Township to endorse the MTA millage vote by signing and returning the pre-printed letter of endorsement to the Friends of Public Transportation. Fred Domine gave support to the motion. Vote- Gary Keeler (no), Dan Hill (no), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes). Motion passed.

Township Hall Vestibule Bids;

Supervisor Emmendorfer explained that the architect made changes to the specifications for the Vestibule/Entrance to the township hall and we solicited a rebid of the project.

Three Bids were received for the Township Hall Vestibule.

1. Helfrich Builders- \$55,025.00
2. AMC Construction- \$46,500.00
3. G.R. Coon Construction- \$46,180.00

Emmendorfer said that we have \$19,691.06 left in our construction account. The Board would have to approve an additional expenditure of \$26,488.94 if we are to proceed with this project.

Gary Keeler made a **Motion** to award the Vestibule /Entrance contract to G. R. Coon for his bid of \$46,180.00. The motion was supported by Linda Miller. Vote- Domine (yes), Fikes (yes), Tithof (yes), Keeler (yes), Hill (yes), Miller (yes), Emmendorfer (yes). Motion passed.

Dan Hill asked if we were eligible for any DDA Funding from the City of Montrose. Emmendorfer answered no.

Hill asked how these bids compared to the original bids. The Original low bid was from Helfrich Builders and was \$57,723.00. The township saved \$11,543.00 by rebidding the project.

Dan Hill made a **Motion** to take \$26,488.94 from the General Fund to fund the balance of the vestibule project. The \$26,488.94 plus the \$19,691.06 that is presently in the Construction Account equal the bid price of \$46,180.00. Support for the motion was given by Tom Tithof. Vote- Tithof (yes), Keeler (yes), Hill (yes), Miller (yes), Domine (yes), Miller (yes), Emmendorfer (yes). Motion passed.

Resolution Approving the 2011 Application for Funding for the Montrose Senior Center:
Dan Hill made a **Motion** to approve Resolution 10- 07. This is “*A Resolution approving the 2011 Application for Funding For the Montrose Senior Center*”. Support for the motion was given by Gary Keeler. Vote- All yes. Motion passed.

Budget Adjustments: There are none this month.

Barber Park Bid Results:

The township received nine bids for the Barber Park improvement project. The low bid for the Barber Park project was by Helm Electric of Saginaw, Michigan. Their bid was \$397,289.00. This bid consists of Park Improvements \$338,799.00 and the extension of a Water Main into the park for \$58,490.00. Spicer Engineering recommends that we accept the low bid of Helm Electric.

Dan Hill made a **Motion** to award the Barber Park contract to Heystek Construction.

Dan cited the fact that the Heystek bid is only 4% higher and they are a local business.

Supervisor Emmendorfer explained that this was a DNR Trust Fund grant and the lowest bid by an approved contractor would have to be selected or the grant could be in jeopardy.

Supervisor Emmendorfer called for support for the motion that was on the floor. Dan Hill’s motion died because of lack of support.

Tom Tithof made a **Motion** to accept the bid of Helm Electric for \$397,289.00 for the improvements at Barber Park. Support for the motion was given by Gary Keeler. Vote- Miller (yes), Hill (no), Keeler (yes), Tithof (yes), Fikes (yes), Domine (yes), Emmendorfer (yes). Motion passed.

Adoption of Codified Ordinance Updates:

Emmendorfer explained that the township has received the updated codified book of ordinances and the Board should adopt them by passing this ordinance. The Ordinance would be ordinance number 10-184 and is titled “AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE TOWNSHIP OF MONTROSE AND DECCLARING AN EMERGENCY”.

Dan Hill made a **Motion** to adopt Ordinance 10-184. Support for the motion was given by Gary Keeler. Vote- All Yes. Motion passed.

Resolution to Genesee County Drain Commission for water line easement:

The township needs to grant the county a 15 foot easement into Barber Park so that they can service and maintain the water line that we are constructing.

Attorney Austin said that the township Board needs to adopt a resolution allowing the Supervisor and Clerk to execute a public easement and convey the easement rights to the county.

Gary Keeler made a **Motion** to adopt Resolution 10-08. A Resolution allowing the Supervisor and Clerk to execute and public easement and convey the easement rights to the county. Support for the motion given by Gail Fikes. Vote- All yes. Motion passed.

Any Other Business:

Parking Lot at 127 S. Saginaw Street. Supervisor Emmendorfer said that he has talked with the DDA and they are interested in helping us construct a parking lot at this location. They could participate up to \$40,000.00. We have received proposals for the Topographical Survey, Preliminary Design, Final Design and Bidding from Wade-Trim and Spicer Engineering. Wade –Trim bid \$8,500.00 and Spicer bid \$12,000.00. Beth Schroeder of Wade-Trim estimates completion of the parking lot will cost approximately \$50,000.00.

Dan Hill made a **Motion** to have Wade-Trim proceed with plans for the parking design at 127 S. Saginaw. Their fee for this service will be \$8,500.00. Support for the motion given by Tom Tithof. Vote- Miller (yes), Domine (yes), Fikes (yes), Tithof (yes), Hill (yes), Keeler (yes), Emmendorfer (yes). Motion passed.

BS&A Cemetery Software;

Fred Domine explained that we have completed inputting of our cemetery information into the Fund Balance computer program and would like to convert to BS&A software at this time. Domine explained that all the other programs in use by the township are BS&A software and this conversion would provide continuity and a common source of support for our computer programs. The cost for this conversion as quoted is \$2,895.00. Fred asked for approval of up to \$3,500.00 to purchase the software and implement this conversion. This money would come from budget item 209-000-015.000

Tom Tithof made a **Motion** to purchase the BS&A software and implement the cemetery software conversion from Fund Balance to BS&A. The expenditure is not to exceed \$3,500.00. Support for the motion was given by Linda Miller. Vote- Domine (yes), Fikes (yes), Tithof (yes), Keeler (yes), Hill (yes), Miller (yes), Emmendorfer (yes).

Past Due amounts for Sewer and Water;

Gail Fikes presented the Board Board with a list of past due water and sewer bills. She explained that she had tried to contact these people and make payment arrangements but they did not respond. Gail asked permission to add the past due amounts to the summer tax bills.

Fred Domine made a **Motion** to add the past due amounts for water and sewer to the summer tax bills. Support for the motion given by Dan Hill. Vote all yes. Motion passed.

Citizens Comments: None.

Adjournment: Gary Keeler made a **Motion** to adjourn the meeting. Support for the motion given by Gail Fikes. Vote- All yes. Meeting adjourned at 8:35pm.

Mark Emmendorfer

Fred Domine

Mark Emmendorfer Supervisor **Fred Domine** Clerk **Gail Fikes** Treasurer
Dan Hill Trustee **Gary Keeler** Trustee **Linda Miller** Trustee **Tom Tithof** Trustee