



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

## **Montrose Township Board Meeting**

### **PLACE:**

Montrose Township Hall, 139 S. Saginaw St, Montrose, MI 48457

### **DATE:**

**October 18, 2011**

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 (arrived at 7:30), Gail Fikes, Tom Tithof, Gary Keeler, Dan Hill, Linda Miller. Absent- 0

Supervisor Mark Emmendorfer asked the board for permission to add an item to the agenda reference to a grant presentation by Jack Peet from AAA.

**Agenda Amendment:** Dan Hill made a **Motion** to amend the agenda by adding the grant presentation to the beginning of the business portion of the meeting. Support for the motion was given by Gail Fikes. Vote – All yes. Motion passed 6-0.

**Agenda Approval:** Dan Hill made a **Motion** to approve the Agenda as amended. Support for the motion was given by Gary Keeler. Vote – All yes. Motion passed 6-0.

**Citizens Comments:** None

**Minutes:** Dan Hill made a **Motion** to accept the minutes of the September 20, 2011 Board meeting as presented. Support for the motion was given by Gail Fikes. Vote – All yes. Motion Passed 6-0.

Gary Keeler made a **Motion** to accept the minutes of the Special, September 27, 2011 Board meeting as presented. Support for the motion was given by Tom Tithof. Vote – All yes. Motion Passed 6-0.

**Treasurers Report:** Gail Fikes gave the Treasurer's Report

**Presentation of Bills:** Tom Tithof made a **Motion** to pay the bills as presented. Support for the motion was given by Dan Hill. Vote – Linda Miller (yes), Gail Fikes (yes), Gary

Keeler (yes), Tom Tithof (yes), Dan Hill (yes), Mark Emmendorfer (yes), Fred Domine (absent). Motion passed 6-0.

**Reports:**

Fire Department	Police Department	Twin Township Ambulance
Building Department	Senior Center	Building & Grounds
Brent Run Landfill.		

Reports are on file with these minutes.

**Darrell Ellis** mentioned a recent arrest made by the Police Department. He asked Supervisor Mark Emmendorfer to explain the recent problems with the new tornado sirens. Mark Emmendorfer explained that the new sirens went off unexpected twice a week ago. After bringing in the technicians it was discovered that it was a hardware problem and a circuit board or chip was replaced in the system to correct the problem.

**Jeff Ebenhoeh** of Twin Township Ambulance was present and read his report. Mark Emmendorfer explained that they were making progress at 911 on the ambulance coverage for Genesee County.

**Mark Emmendorfer** mentioned that the Senior Center report reflected the same level of service as last month.

**Dan Gudgel** was present and gave a report on the Brent Run Landfill. He talked about the odor problems and the action that was being taken to correct or help with this problem. He mentioned that 12 new gas wells are being drilled within the next few months that should help remove the gas odors. In connection with this, Granger Electric has started their plant expansion to help collect the gas and convert it into electricity. He also gave a brief explanation on the landfill expansion project and mentioned that additional public hearings will be held to inform the public. They should be submitting for a wetland and Brent Run creek Mitigation Permit from the State. This is the first step for the landfill in its proposed expansion project.

**Business:**

**Grant Presentation** – Jack Peet, representing AAA Insurance Company  
 Jack Peet, Traffic Safety Coordinator for AAA mentioned that he has worked with the grant program through AAA, providing grants for Fire Departments to purchase Jaws of Life equipment and he really wanted to expand the grants for Police Departments use. They developed or expanded their safety grant program to include radar speed trailers. He mentioned that the Police Department through Chief Ellis wrote a great application for the grant and he was here today to present a check in the amount of \$7,000.00 for the purchase of a radar speed control trailer. It was mentioned that the radar speed trailer has many uses, one being used around the school traffic areas to help slow down the vehicle speeds. The unit also captures and processes data that can be used by the Police Department. Chief Ellis and the Board thanked Mr. Peet and AAA for the grant.

### **Polzin- Public Act 116 Application, Section 11**

Supervisor Emmendorfer said an application for Public Act 116 has been presented for approval by Mark Polzin. Supervisor Emmendorfer educated the board about Public Act 116 and said it's basically an income tax credit for farmers. It will have no effect on the township.

**Supervisor Emmendorfer** asked attorney Austin to help clarify if there are special assessments would Mr. Polzin have to participate?

**Attorney Austin** said he reserves the right to look it up.

**Dennis Miller** offered additional information in reference to Public Act 116. For example, this is not a new program and it is the first one he's worked on since becoming the assessor. Miller also said this program is most often used by farmers and once a farmer chooses to participate, he's in it for a certain number of years. He said there are only two ways to be released from the agreement: 1.) A person becomes physically disabled. 2.) A person passes away.

**Tom Tithof** inquired about whether or not the land can be sold if it no longer is designated as farm land.

**Dennis Miller** said once the property is deemed for sale, if that were to happen, it would come back to the township and a proration of what taxes were owed for all those periods would need to be repaid.

**Tom Tithof** made a **Motion** to approve Public Act 116 application for Mark Polzin. Support for the motion was given by Dan Hill. Vote- All yes. Motion passed.

### **Resolution on Senate Bill 7 Health Care Expenditures**

Supervisor Emmendorfer informed the board about Senate Bill 7 Health Care Expenditures and the need for the board to determine which option the township prefers to utilize. He offered a brief synopsis about Senate Bill 7 which basically allows public employers to choose from three options regarding a public employee's health care status. The three options available include:

1. Public employer may cap the amount paid for an employee's health care cost at \$5,500 for a single person; \$11,000 per couple and \$15,000 for a family.
2. Public employer may (with a 2/3 vote of governing body) enter into an 80/20 cost sharing arrangement.
3. Public employer may (with a 2/3 vote of governing body) opt out of the entire plan.

Supervisor Emmendorfer recommended to the board to opt out of the entire plan. He reminded the board that no monies or revenue received from the State would have an effect on the township because this bill is attached to statutory monies only and "we don't get any of that from the State." We receive constitutional money for revenue sharing. In

addition, Supervisor Emmendorfer said the township has always paid health care costs for police officers and full-time employees who meet specific criteria.

**Dan Hill** inquired whether or not it is wise to opt out of Senate Bill 7 because of rising health care costs and he believes employees should be paying a portion of their healthcare.

Board members Hill and Tithof and the supervisor entered into in-depth discussion regarding Senate Bill 7 in reference to a resolution for township employees. Discussion centered on topics such as defined contributions, legacy costs, police contract renewal dates, negotiating options and incentives for employees who do not take health care from the township

**Tom Tithof** made a **Motion** to opt out of Senate Bill 7 Health Care Expenditures. Support for the motion was given by Linda Miller. Vote- Mark Emmendorfer (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (no), Linda Miller (yes). Motion passed.

#### **Decision on MERS Loan Provisions**

**Supervisor Emmendorfer** asked the board to consider and vote whether or not employees should be able to obtain a loan(s) through the Municipal Employees' Retirement System (MERS).

**Fred Domine** explained to the board that the township has had a tradition of allowing employees to take out loans on their 401 plans.

Tom Tithof asked Fred Domine what his recommendation is regarding this subject.

**Fred Domine** said he didn't have a problem with employees taking out loans on their 401 account and believes they should have access to it. He said it would be acceptable to continue this practice and he let it be known that several employees currently take advantage of this benefit. A repayment schedule is established and payments are deducted from payroll checks. He said employees should understand that if they become disabled from working or no longer work for the township they are still responsible for making the loan payment.

**Gary Keeler** made a **Motion** to continue allowing loans on the MERS fund accounts. Support for the motion was given by Gail Fikes. Vote- All yes. Motion passed.

#### **Computer Replacement Schedule and Costs**

Supervisor Emmendorfer said the township is requesting permission to purchase two new computers at a cost of \$834 each. In addition he asked the board to consider approving a computer replacement schedule.

**Supervisor Emmendorfer** said the board approved the purchase of two computers earlier in 2011. At that time the board requested Supervisor Emmendorfer to approach the board again when more computer purchases would be necessary. He explained that Heather Bissell the IT expert from Computer Management Technology recommended the township adopt an ongoing replacement schedule. Bissell advised purchasing one computer every quarter.

After discussion among board members it was determined Supervisor Emmendorfer could purchase computers as necessary and provide proper notification to the board.

**Gail Fikes** made a **Motion** to grant permission to purchase two new computers at a cost of \$834 each. Support for the motion was given by Dan Hill. Vote- Dan Hill (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes) Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes). Motion passed.

### **Second Reading of Cost Recovery Ordinance**

Supervisor Emmendorfer said an approval of the second reading of the cost recovery ordinance is needed.

Dan Hill asked, “What’s this ordinance about?”

Supervisor Emmendorfer said the purpose of the ordinance is to establish a basis for reimbursement of costs or charges the township incurs by providing emergency services. He said the first reading is on file from the previous meeting.

**Gary Keeler** made a **Motion** to accept the second reading of the Cost Recovery Ordinance. Support for the motion was given by Dan Hill. Vote- Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Gail fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes). Motion passed.

### **Township Burn Permit Renewal**

**Supervisor Emmendorfer** said in 2010 the burn permit renewal was established and it is time to discuss whether or not a new procedure is needed or should the township continue offering burn permits in the same manner. He said there are approximately 600 burn permits on file.

Board members discussed various options on how to issue burn permits to residents. The possibility of renewal through e-mail or by phone was mentioned. The option to let burn permits be valid for more than one year or be on a cycle was suggested. Currently burn permits can be downloaded from the township Website but need to be returned in person because there is no way to verify an electronic signature.

**Fred Domine** said he believes it is important to issue and renew burn permits in person because it helps to reinforce the safety and health issues outlined in the permit. He recommended burn permits be renewed on an annual basis and in person.

After more discussion it was recommended to offer burn permit renewals on an annual basis and Gail Fikes agreed to send out blank burn permits with every resident's tax bill.

### **Information on Jennings Library Repairs**

Supervisor Emmendorfer provided an update regarding the status of the roof repairs at Jennings Library. He said a request for labor costs was recently published in the Tri-County Newspaper. The township will buy the lifetime warranty shingles and materials needed for the project.

**Supervisor Emmendorfer** said since the school district is in the process of updates and renovations he asked Mark Kleinhans if their engineers would be able to go through the library and provide a list of recommendations to bring the building up-to-date. He also said historically the township, school and city shared in the maintenance of the Jennings Library building but believes the township should not be more committed in maintaining this building than the other entities. In addition, Mark suggested soliciting the Jennings Foundation.

### **Police Officer Contract**

Supervisor Emmendorfer said the township has been in negotiations with the police department since March of 2010. At this point in time the police department has ratified the proposal. He said some of the changes include converting the language to read 12 hour days rather than the former 8 hour days and a change in the daily shift premium for an additional 50¢ between hours worked from 1 p.m. and 7 a.m. He said efforts will continue to be done to clean up some of the language and wording of the contract.

Dan Hill asked about getting a copy of the whole contract. Mark said once the contract is updated copies will be available.

**Tom Tithof** made a **Motion** to approve the police contract as present. Support for the motion was given by Gail Fikes. Vote- Mark Emmendorfer (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes). Motion Passed.

### **Senior Center Director Resignation**

Supervisor Emmendorfer said Sandy Parra has resigned from her position as senior center director. Her last day on the job was Friday, Oct. 14.

**Dan Hill** made a **Motion** to accept Sandy Parra's resignation. Support was given for the motion by Linda Miller. Vote- All yes. Motion passed.

**Mark Emmendorfer** asked the board for support in appointing Bev Diffin as the interim senior center director.

Discussion among board members, Bev Diffin and the supervisor took place regarding pay scale and salary issues, years of service, job title, added duties and possible compensation and future leadership of the senior center.

**Dan Hill** made a **Motion** to appoint Bev Diffen as interim director of the senior center and allow her to assume the previous director's salary effective immediately. The Motion died for lack of support.

**Tom Tithof** made a **Motion** to appoint Bev Diffen as interim senior center director at her current level of compensation. Support for the motion was given by Gary Keeler. Vote- Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes). Motion passed.

**Budget Amendments:** None

**Extended Board Member Comments**

**Supervisor Emmendorfer** said Mark Edgecomb submitted a letter requesting his assessment reimbursement be refunded to him.

**Emmendorfer** briefed the board regarding the improper assessment of garbage collection and Fred Domine said since the township made an error it is only right to correct it.

In addition, he said Bill Lacey from Montrose Mobile Home requested he be repaid \$504.50 for the past five years.

**Dan Hill** made a **Motion** to approve Mark Edgecomb's refund. Support was given for the motion by Gail Fikes. Vote- Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes). Motion passed.

**Dan Hill** made a **Motion** to refund Montrose Mobile Home Park \$504.60. Support was given for the motion by Gail Fikes. Vote – Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Mark Emmendorfer (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes). Motion passed.

**Citizen's Comments:** None

**Adjournment:**

**Dan Hill** made **Motion** to adjourn the meeting. Support for the motion was given by Gail Fikes. Vote- All yes. Meeting adjourned at 8:55 p.m.

Submitted by  
Lisa Briggs, Deputy Clerk

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Fred Domine, Clerk

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Mark Emmendorfer, Supervisor

**Mark Emmendorfer** Supervisor

**Fred Domine** Clerk

**Gail Fikes** Treasurer

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