



Montrose Charter Township
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Montrose Township Board Meeting

PLACE:

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

DATE: November 15, 2011

The meeting was called to order by Clerk Fred Domine at 7:00 pm.

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

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

Tom Tithof made a **Motion** to appoint Township Clerk Fred Domine to conduct the board meeting in Supervisor Emmendorfer's absence. Support for the motion was given by Gary Keeler. Vote- All yes. Motion passed 6-0.

Fred Domine requested two changes be made on the agenda.

1. **Removal** of item number two on the agenda which is the resolution on Genesee County Drain Commission Lawsuit vs. Genesee County. Fred Domine directed the board's attention to a letter provided (*after agenda was published*) by Supervisor Emmendorfer which said Commissioner Archie Bailey recommends the Montrose Township board hold off on any decision-making regarding the issue since corporate counsel is currently working on a response to the lawsuit.
2. **Add** a new agenda item, making it item number eight, to review the Police Command Contract.

Tom Tithof made a **Motion** to withdraw item number two from the agenda (*resolution on the Genesee County Drain Commission Lawsuit vs. Genesee County*) Support for the motion was given by Gail Fikes. Vote- All yes. Motion passed 6-0.

Gary Keeler made a **Motion** to add item number eight on the agenda to review the Police Command Contract. Support for the motion was given by Gail Fikes. Vote- All yes. Motion passed 6-0.

Agenda Approval: Dan Hill made a **Motion** to accept the revised and amended agenda. Support for the motion was given by Gail Fikes. Vote- All yes. Motion passed 6-0.

Citizens Comments: None

Minutes: Gary Keeler made a **Motion** to accept the Oct. 18, 2011 board meeting minutes as presented. Support for the motion was given by Gail Fikes. Vote- All yes. Motion passed 6-0.

Tom Tithof made a **Motion** to accept the Oct. 25, 2011, Public Hearing Community Development Block Grant meeting minutes as presented. Support for the motion was given by Linda Miller. Vote- All Yes. Motion passed 6-0.

Treasurer's 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 Gary Keeler. Vote – Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes).

Reports:

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

Reports are on file with these minutes.

Bev Diffin thanked the Board for its support during the recent personnel changeover at the senior center. She said two new employees, Mary Powell and Theresa Burton, have been added to the senior center staff. In addition, she said the senior center underwent a recent county audit and passed. The senior center was found to be in compliance in all areas.

Fred Domine added to the Building & Grounds report that no graveside services will be held at the cemetery beginning January 1, 2012, due to the ground freezing and unsafe cemetery conditions.

Dennis Miller provided a verbal report and slide show presentation on the Brent Run Landfill. He mentioned that the landfill was starting to use cell 10, as the DEQ had submitted a report that the cell has been approved to receive waste material. He mentioned that Waste Connections has hired a contractor out of Vernon, MI and that 4 of the 12 new wells have been completed. The remaining wells will be completed by the first week in December. These new wells with the existing 85 wells will take the gases from the landfill to the Granger site to be converted into energy. Mr. Gudgel stated that the 12 new wells will greatly help control the odor coming from the landfill site. Mr. Gudgel also stated that the odorizer has been removed due to freezing conditions. Dennis also mentioned that the improvements to the area surrounding the new office building have been made. The employee and customer parking area has been asphalted and striped. The parking area has also been separated from the truck traffic by concrete barriers. In reference to the landfill expansion, Mr. Gudgel mentioned that no application has been submitted to the DEQ to his knowledge.

Business:**Polzin-Public Act 116 Application, Section 11**

Dennis Miller said the Polzin brothers purchased a 20-acre parcel (*parcel #13-02-300-016*) with a house. The house, situated on one acre, is not designated to be a part of the Public Act 116 and a variance application must be completed and approved by the Zoning Board of Appeals since it is in agricultural zoning. It was his recommendation that the Board approve the PA 116 subject to the variance being approved by the ZBA so the Polzin PA 116 would not be delayed.

Gary Keeler made a **Motion** to approve Public Act 116 application concerning parcel #13-02-300-016.

Attorney Austin asked if the Motion was to be contingent upon the ZBA's approval to remove the one-acre portion containing the house.

Gary Keeler amended his original **Motion** to approve the variance application for parcel #13-02-300-016 contingent upon the Zoning Board of Appeals' approval to remove the one acre portion. Support was given for the motion by Gail Fikes. Vote- All yes. Motion passed 6-0.

Community Development Block Grant Application Approvals

Fred Domine introduced Beth Schroeder from Wade Trim who briefed the Board on the final recommendations gathered from the Oct. 25, 2011 Public Hearing regarding the projects to be selected for the Community Development Block Grant Application. Projects need to be voted on and approved to meet the application deadline by Nov. 17, 2011.

Schroeder said she encourages the Board to apply to any and all projects deemed worthy (*as discussed at the Oct. 25 Public Hearing*), however, she offered advice in reference to several projects based on information from other municipalities who applied for similar grant funds. For example, she said the proposal to insulate the Township Hall to help it become an energy-efficient building project most likely would be turned down by HUD officials since it cannot be proved accurately whether 51% of customers visiting the Township Hall are low to moderate income.

She said the Meals on Wheels program is considered a "service" rather than a project, and such a proposal wouldn't be eligible to receive grant money for another two years.

She said the winterization assistance proposal for low to moderate income residents would most likely be combined with the County's Housing Improvement Program (HIP). For example, a resident could apply at the county level for doors/windows/furnace assistance and funds from the Montrose Township CDBG fund would be dispersed from the money set aside for this purpose.

The projects proposed in the CDBG application and anticipated for funding include:

1. \$5,000 -Police station American Disabilities Act (ADA) access improvements.
2. \$20,000- Senior Center ADA access improvements.
3. \$8,000- Senior Center bathroom facilities improvements.
4. \$10,085- Montrose Township Home Improvement Project (HIP) assistance.

Tom Tithof made a **Motion** to approve the CDBG application project for the police station ADA access improvements. Support was given for the motion by Linda Miller. Vote- Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes).

Gail Fikes made a **Motion** to approve the CDBG application for the Senior Center ADA improvements. Support was given for the motion Gary Keeler. Vote- Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (no), Linda Miller (yes), Fred Domine (yes).

Linda Miller made a **Motion** to approve the CDBG application for the Senior Center bathroom facilities improvements. Support for the motion was given by Gary Keeler. Vote- Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes).

Gary Keeler made a **Motion** to approve the CDBG application for the Montrose Township HIP (Home Improvement Project) Assistance. Support was given for the motion by Tom Tithof. Vote- Dan Hill (no), Linda Miller (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes).

Senior Center Director Contract Agreement

Fred Domine directed the Board's attention to the salaried employee employment contract agreement offered to Bev Diffin to serve as the Montrose Senior Center Director, effective Nov. 15, 2011.

Tom Tithof made a **Motion** to accept the employee employment contract agreement for Bev Diffin as presented. Support for the motion was given by Linda Miller. Vote- Linda Miller (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes).

Discussion on Mosquito Abatement Program Payment

Fred Domine said there was a 67% majority vote for the Mosquito Abatement program at the recent Nov. 8 election. The assessment for the Mosquito Abatement program will not be assessed until winter 2012, so rather than wait, would the Board consider paying for the program from the Impact Fund to implement the program beginning in the spring of 2012.

Board members discussed various options pertaining to when to start the program and whether or not to reimburse the Impact Fund in the fifth year of the Mosquito Abatement program. Several questions were directed to **Attorney Austin** regarding the procedures surrounding the possibility of paying for the program in advance before collecting for it on the tax roll. **Attorney Austin** said he would research the issue before giving a definitive answer.

Gary Keeler made a **Motion** to proceed with the 2012 Mosquito Abatement procedure. Support was given for the motion by Linda Miller. Vote- Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Fred Domine (yes).

Special Assessment for Weed cutting Added to Specific Lots for 2011 Winter Tax Roll

Fred Domine requested the Board consider adding a special assessment for weed cutting for six parcels to take effect Nov. 15, 2011. (*Parcel #'s 13-17-300-033/ 13-34-100-003/ 13-12-400-014/ 13-20-400-014/ 13-11-300-015/ 13-21-552-007*)

Gail Fikes made a **Motion** to approve the special assessment for weed cutting for six parcels be added to the winter 2011 taxes. Support for the motion was given by Tom Tithof. Vote- All yes. Motion passed 6-0.

Budget Amendments

Fred Domine requested the Board consider a line item transfer in the budget for \$5,000. The amount was received in “planning fees” and it should have been recorded as “performance bonds.”

Tom Tithof made a **Motion** to increase the line item 101-966-993-000 in the amount of \$5,000 to be accepted as “performance bonds.” Support was given for the motion by Gail Fikes. Vote- Dan Hill (yes), Linda Miller (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes), Gary Keeler (yes).

Fred Domine requested the Board consider a second line item adjustment for the Senior Center. He said two years ago “My Senior Center Software” was implemented at the Montrose Senior Center. Because of glitches in the computer software system it was recommended that the bill not be paid. Recently the county rebilled the program and the bill must now be paid. He asked the board to consider increasing line item number 260-673-931-001 to include \$2,500 to pay the invoice.

Tom Tithof made a **Motion** to increase the Senior Center line item number 260-673-931-001 by \$2,500 to cover the software expense. Support was given for the motion by Linda Miller. Vote- Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes), Fred Domine (yes), Gail Fikes (yes), Tom Tithof (yes).

Command Officers Contract

Fred Domine requested the Board consider approving the Command Officers Contract for Jamie Cochran which designates a four percent increase based on the highest patrol officer's pay rate. He said this would be retroactive from November 14, 2011.

Gary Keeler inquired how long the revised contract is good for?

Fred Domine said it is valid for two years.

Tom Tithof made a **Motion** to approve the command Officers Contract with the four percent increase as presented. Support was given for the motion by Gail Fikes. Vote- Gail Fikes (yes), Fred Domine (yes), Tom Tithof (yes), Gary Keeler (yes), Dan Hill (yes), Linda Miller (yes).

Extended Board Comments: Dan Hill inquired when he was going to see the two police contracts that he has voted for in good faith.

Citizens Comments

Everett Persails of the City of Montrose thanked the Board for putting the Mosquito Abatement issue on the recent ballot for the Nov. 8, 2011 election. He said he is a large supporter of it and believe it will help control mosquitoes in the area.

Mayor Ray Foust said he would be interested in learning about the costs of the Mosquito Abatement program when the bids come in because he'd like to offer something similar to city residents.

Adjournment: **Gary Keeler** made a Motion to adjourn the meeting. Support for the motion was given by Gail Fikes. Meeting adjourned at 7:55 p.m.

Respectfully submitted by
Lisa Briggs
Montrose Township Deputy Clerk

Mark Emmendorfer, Supervisor

Fred Domine, Clerk

Mark Emmendorfer Supervisor **Fred Domine** Clerk **Gail Fikes** Treasurer

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