



**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 MINUTES  
DECEMBER 18, 2007**

MEETING CALLED TO ORDER AT 7:00 PM BY CHAIRPERSON M.  
EMMENDORFER LEADING THE PLEDGE OF ALLEGIANCE TO THE FLAG.

**ROLL CALL:** Present: F. Domine, J. Newcomer, D. Sullivan, G.  
Keeler, K. Yuhos, M. Emmendorfer and W. Persails

**CITIZENS' COMMENTS:**

**MINUTES:** \*November 13, 2007 – Regular Board Meeting Minutes

Motion made by F. Domine to approve the November 13, 2007 Regular Board Meeting Minutes as presented. Second by D. Sullivan. All ayes. Motion passed.

**REVENUE/EXPENDITURE REPORT:** (Report on file).

**PRESENTATION OF BILLS:** (Report on file).

Motion made by G. Keeler to pay the bills as presented. Second by J. Newcomer. Roll call: J. Newcomer – Yes, F. Domine – Yes, G. Keeler – Yes, D. Sullivan – Yes, W. Persails – Yes, K. Yuhos – Yes, M. Emmendorfer – Yes. Motion passed.

Motion made by D. Sullivan to authorize the payment of all necessary 2007 bills before year end with the approval of the Supervisor, Clerk and Treasurer and to pay Rick Cumming's mileage of \$216.80. Second by G. Keeler. Roll call: J. Newcomer – Yes, F. Domine – Yes, G. Keeler – Yes, D. Sullivan – Yes, W. Persails – Yes, K. Yuhos – Yes, M. Emmendorfer – Yes. Motion passed.

**Mark Emmendorfer** Supervisor      **Kelly Yuhos** Clerk      **Donald Sullivan** Treasurer

**Fred Domine** Trustee    **Gary Keeler** Trustee    **John Newcomer** Trustee    **William Persails** Trustee

**REPORTS:**

Fire Department – Fire Chief Albert Rush  
(November Total Runs on file)  
Police Department – Police Chief Darrell Ellis  
(November Statistics on file)  
Community Center – Sandra Parra  
(November Report on file)  
Building Department – Dennis Miller, Building Inspector  
(November Report on file)

**BUSINESS:**

**1. Fang Dues Report**

Lt. Mitch Krugielki presented the Board with a check regarding reimbursement of dues to the Township.

**2. Resolution Recognizing the McAfee Road Maintenance & Improvement Group 07-18**

Motion made by G. Keeler to approve the Resolution as presented. Second by W. Persails. All ayes. Motion passed.

**3. Update on Senior Center Purchase and possible use of CDBG 2009 monies**

The Supervisor provided information regarding the progress towards the purchase of the building from the Montrose School District.

**4. Senior Center Budget/Maintenance of Effort Resolution**

Motion made by K. Yuhos to approve the Resolution as presented. Second by W. Persails. All ayes. Motion passed. 07-19

**5. Township Boards Holiday & Meeting Schedule for 2008**

Motion made by W. Persails to accept the 2008 Schedule as presented. Second by D. Sullivan. All ayes. Motion passed.

**6. Michigan Emergency Management Assistance Compact**

Motion made by W. Persails to accept the Michigan Emergency Management Assistance Compact as presented. Second by K. Yuhos. All ayes. Motion passed.

**7. Zoning Board of Appeals Appointment**

Motion made by J. Newcomer to accept James Kovach's resignation contingent upon receipt of a written resignation. Second by G. Keeler. All ayes. Motion passed.

Motion made by W. Persails to appoint Tony Conrad to the Zoning Board of Appeals. Second by J. Newcomer. All ayes. Motion passed.

Motion made by K. Yuhos to appoint Ron Loafman as an alternate member to the Zoning Board of Appeals. Second by W. Persails. All ayes. Motion passed.

**Mark Emmendorfer** Supervisor

**Kelly Yuhos** Clerk

**Donald Sullivan** Treasurer

**Fred Domine** Trustee **Gary Keeler** Trustee **John Newcomer** Trustee **William Persails** Trustee

**8. Montrose City Building /Code Agreement**

Motion made by F. Domine to accept the terms and conditions of the contract as presented, contingent on the acceptance of Montrose City. Second by G. Keeler. All ayes. Motion passed.

**9. Lake Road Culvert Update/Final**

The Supervisor provided information regarding the final payment and savings to the Township.

**10. Seymour Road Culvert Replacement 2008**

Motion made by W. Persails to enter into the agreement with the Genesee County Road Commission to repair the Seymour Road Culvert at a cost of \$50,000.00. Second by G. Keeler. Roll call: J. Newcomer – Yes, F. Domine – Yes, G. Keeler – Yes, D. Sullivan – Yes, W. Persails – Yes, K. Yuhos – Yes, M. Emmendorfer – Yes. Motion passed.

**11. Grant Policy**

Motion made by F. Domine to adopt the Resolution Approving a Grant Writing Policy for the Charter Township of Montrose as presented. Second by D. Sullivan. All ayes. Motion passed.

07-20

**12. Credit Card/Purchase Order Policy**

Motion made by J. Newcomer to proceed with the Resolution to Adopt a Credit Card Use Policy, with M. Emmendorfer to use his judgment in meeting with the department heads in bringing it back to the Board for approval. Second by G. Keeler. All ayes. Motion passed.

07-21

**13. Overhead Projector for Fire Department (discussion)**

Motion made by W. Persails to pay \$1,052.50 from the Fire Department budget for the payment of the overhead projector. Second by K. Yuhos. Roll call: J. Newcomer – Abstain, F. Domine – Yes, G. Keeler – Yes, D. Sullivan – Yes, W. Persails – Yes, K. Yuhos – Yes, M. Emmendorfer – Yes. Motion passed.

**14. FEMA Grant Applications**

Motion made by G. Keeler to approve the \$10,000.00 Application that was submitted by the Fire Department, with a 5% matching contribution. Second by D. Sullivan. Roll call: J. Newcomer – Abstain, F. Domine – Yes, G. Keeler – Yes, D. Sullivan – Yes, W. Persails – Yes, K. Yuhos – Yes, M. Emmendorfer – Yes. Motion passed.

**15. Special Assessment Change for Waste Pick-up**

Motion made by J. Newcomer to accept the special assessment recommendations as presented. Second by G. Keeler. All ayes. Motion passed.

**16. 2007 Budget Adjustments**

Motion made by G. Keeler to adjust the Police budget and to take the money from the General Fund. Second by W. Persails. Roll call: J. Newcomer – Yes, F. Domine – Yes, G. Keeler – Yes, D. Sullivan – Yes, W. Persails – Yes, K. Yuhos – Yes, M. Emmendorfer – Yes. Motion passed.

**Mark Emmendorfer** Supervisor      **Kelly Yuhos** Clerk      **Donald Sullivan** Treasurer

**Fred Domine** Trustee    **Gary Keeler** Trustee    **John Newcomer** Trustee    **William Persails** Trustee

**OTHER BUSINESS:**

**1. AMC Fire**

The Supervisor advised the Board that a local company was being used to service the departments.

**2. Employee Policy Manual Change**

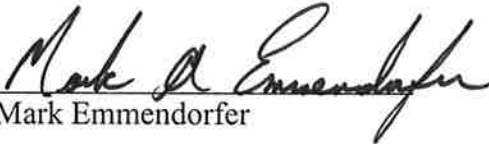
Motion to change the manual on page 23 of 30, Section 8.0 Holidays, by eliminating the line, "not to exceed seven hours or eight hours". Second by D. Sullivan. All ayes. Motion passed.

**3. Christian Faith Church Letter**

A copy of the letter was provided.

**CITIZENS' COMMENTS:**

Motion made by G. Keeler to adjourn the meeting at 9:24 p.m. Supported by W. Persails. All ayes. Motion passed.

  
Mark Emmendorfer

  
Kelly S. Yuhos

**Mark Emmendorfer** Supervisor

**Kelly Yuhos** Clerk

**Donald Sullivan** Treasurer

**Fred Domine** Trustee **Gary Keeler** Trustee **John Newcomer** Trustee **William Persails** Trustee