



Montrose Charter Township  
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MONTROSE TOWNSHIP REGULAR BOARD MEETING MINUTES  
**JANUARY 8, 2007**

MEETING CALLED TO ORDER AT 7:00 PM BY SUPERVISOR MARK EMMENDORFER.

THE PLEAGE OF ALLEGIANCE WAS RECITED.

**ROLL CALL:**

**Present:** M. Emmendorfer, Fred Domine, John Newcomer, Don Sullivan, Gary Keeler, and William Persails

**Absent:** Kelly Yuhos

Supervisor M. Emmendorfer stated that Clerk, K. Yuhos had called and stated that she would not be at the meeting due to a family member was having surgery. He stated that Dennis Miller would take the meeting minutes for the Board.

**CITIZENS COMMENTS:** There were no citizen's comments.

**MINUTES:**

A motion was made by J. Newcomer supported by G. Keller to approve the December 18<sup>th</sup>, 2007 meeting minutes as printed. **MOTION CARRIED.**

A motion was made by D. Sullivan supported by G. Keeler to approve the December 27<sup>th</sup>, 2007 special meeting minutes as printed. **MOTION CARRIED.**

Treasurer D. Sullivan presented his Treasurers report which will be on file.

There was no revenue/expenditure report due to the fact that there were no changes from the last meeting and that the Township was changing over to a new software system.

**PRESENTATION OF BILLS:**

A motion was made by F. Domine supported by J. Newcomer to pay the bills as presented, plus the two snow plowing bills from Cummings Enterprises, and to include any regular monthly bill that might be coming in January. Roll Call: F. Domine – Yes, G. Keeler – Yes, J. Newcomer – Yes, D. Sullivan – Yes, B. Persails – Yes, M. Emmendorfer – Yes, **MOTION CARRIED.**

**DEPARTMENT REPORTS:**

Fire Department – December and year end totals on file.

Police Department – December totals on file. Chief Darrell Ellis also gave a report on the yearly totals for the Police Department which will also be on file.

Building Department – December and Yearly totals on file.

Senior Center – December totals on file

**BUSINESS:**

**Policy and Procedure Manual**

Supervisor M. Emmendorfer explained a change to the sick leave section of the manual. A change was needed to cover the various working hours for all employees. A motion was made by W. Persails supported by J. Newcomer to approve a change to the hours in Section 8.3, Sick leave to read “(42 or 48) hours”. **MOTION CARRIED.**

**Approval of Engineering Firms**

Supervisor M. Emmendorfer stated that there is a need to approve additional engineering and or planning firms for use by the Township. He mentioned that there are three good companies that we are familiar with and have worked with them in the past. By approving the three companies we can obtain quotes from them on work to be completed by the Township. He also stated that we are planning on applying for a grant for the parks and we would like to get quotes from the three companies on preparing the grant. A motion was made by G. Keeler supported by F. Domine to approve the use of the following three Engineering Companies, Spicer Group, Inland Seas, and Wade Trim. **MOTION CARRIED.**

**Purchasing Policy - Ordinance**

Supervisor M. Emmendorfer explained that he has met with the Department Heads and has drafted a new purchasing policy that everyone feels will work. There were no comments made on the purchasing policy. A motion was made by W. Persails supported by F. Domine to approve the 1<sup>st</sup> reading of the Purchasing Policy as submitted. **MOTION CARRIED.**

**Resolution Approving an Inter-Jurisdictional Agreement**

Supervisor M. Emmendorfer explained that this County Sewer Ordinance was being proposed by Genesee County Water and Waste. The proposed Ordinance must be adopted by reference by the Township. He explained that the County has set up a meeting that he will be attending to get more information on the ordinance. He stated that there could be some changes made to it. A motion was made by J. Newcomer supported by G. Keeler to approve the 1<sup>st</sup> reading of the proposed County Sewer Inter-Jurisdictional Agreement for reference only. **MOTION CARRIED.**

**OTHER BUSINESS:**

**Chair Purchase**

Supervisor M. Emmendorfer stated that he found in the paper an advertisement for new office and meeting chairs. F. Domine and himself went to look at the chairs and he was seeking the approval of the Board to purchase the chairs at \$45.00 per chair. A motion was made by W. Persails supported by J. Newcomer to purchase the chairs as needed. Roll Call: F. Domine – Yes, G. Keeler – Yes, J. Newcomer – Yes, D. Sullivan – Yes, B. Persails – Yes, M. Emmendorfer – Yes, **MOTION CARRIED.**

There were no other Citizens Comments.

There was no other Business.

A motion was made by W. Persails supported by J. Newcomer to adjourn the meeting at 7:30 PM.

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Mark Emmendorfer, Supervisor