

Melrose Township Board of Trustees Approved Minutes

October 8, 2013

Call to Order 7:02pm by V. Goodwin

Present: L. Meadows, S. Burr, V. Goodwin, P. Cotanche, R. Hissong Berry

Approval of Agenda

Motion to approve agenda.

Motion L. Meadows 2nd P. Cotanche Approved 5/0

Approval of Minutes

Motion to approve minutes from September 10, 2013 Township Board meeting as presented:

Motion L. Meadows 2nd S. Burr; Approved 5/0

Motion to approve minutes from September 30, 2013 Township Board Special Meeting as presented:

Motion P. Cotanche 2nd S. Burr; Approved 5/0

Guest

Old Business

- Audit – Treasury Corrective Action Plan requested – mailed response as recommended by auditor.
- Noise Ordinance – Draft Charlevoix Co. Prosecutor response was read out loud.
- ZBA Rules of Procedure –
Motion to approve the ZBA Rules of Procedure as presented.
Motion S. Burr 2nd P. Cotanche Approved 5/0

New Business

- **Banner over M-75 request for November 1- December 23**
Request letter to M-DOT
Motion to support the display of a banner over M-75 from November 1 to December 23 by Walloon Holding, LLC.
Motion R. H. Berry 2nd L. Meadows; Approved 5/0
- **Seasonal Road Policy – Lee Street Resolution**
See enclosed copies of written correspondence submitted.

J. Smith – Condition of road maintenance and safety concern.
A. Dixon – Title does not list as seasonal road and mail is delivered.
J. Dixon – pays taxes
Mrs. Hass - Request board research.
Bill – When decided to build, checked out available road service- was assured of maintenance. Realizes is narrow road.
Mrs. Fetter- Property value, emergencies, power outages, taxes and mail delivery.
A. Vandenbrink – Residents on road have caretaker service checking on house.

Audience willing to work to bring road up to county specs.
County did not install seasonal road sign?
Research will be done into issue. Road will continue to be plowed until final decision.

- **DDA Buried utility project / Storm water sewer damage/ repair bill-** Repair bill is \$10,900 and not able to collect from performance bond of contractor so township is now responsible.
Motion to pay MDOT bill from DDA fund.
Motion S. Burr 2nd P. Cotanche Approved 5/0
Explore insurance assistance with the bill.
- **Record Retention Organization Project –**
Motion to hire Annie Burnett for record retention project at \$20 hour per proposal she submitted.
Motion S. Burr 2nd L. Meadows Approved 5/0

Financial Report

Motion to approve the financial reports as presented and pay all bills:
Motion L. Meadows 2nd P. Cotanche; Approved 5/0

Zoning Administrators Report- see enclosed report

Assessors Report- None

Committee Reports

- Planning Commission- L. Meadows presented summary of minutes. See enclosed report.
- Zoning Board of Appeals- No meeting.
- Road Committee- Old State road improvements have been inspected and road is in great shape. Holmes road has a new culvert (Tip of the Mitt & Tribe project). Bear River Rd: Afton stone is good and county did a good job with their work. Annual meeting with Charlevoix County Road Commission is coming up.

- Fire Department- See attached report.
- Park Committee no meeting
- DDA- No meeting.

Correspondence – Water system petition is being circulated

Public Comment-

- S. Gilmette- confusion with water system petition. Explanation of options were reviewed

Adjournment 8:35pm