

Melrose Township Board of Trustees Approved Minutes

January 14, 2014

Call to Order V. Goodwin called to order at 7:03pm

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

Approval of the Agenda

Motion to approve the agenda as amended with the addition of snow removal under new business.

Motion: L. Meadows 2nd P. Cotanche

Approved 5/0

Approval of the minutes from previous meeting

December 10, 2013 minutes

Motion to approve the minutes of December 10, 2013 as presented.

Motion: S. Burr, 2nd L. Meadows

Approved 5/0

Guest

Charlevoix County Commissioner G. Lasater - Has finished year 1 and learning a lot. Please contact him if you have questions or need information. Complimented the board for their professional behavior and methods of working together even when there is disagreement.

Old Business

- Lee Street- important that we are consistent. Fair treatment for all. We need maps that identify all the roads in the Township. Indicating the undeveloped roads that exist without meeting County standards so are not maintained.
Also ask the County engineer to estimate the steps necessary and the cost to bring Lee Street up to County standards. Put on the May agenda so we will have both of these pieces of information.
- Water system update- A meeting was held with Brian Thurston, identifying things to be done.
 1. He needs a letter of intent to purchase the water system and a copy of the minutes for the meeting where it was approved.
 2. We need to contact the state revolving fund to explore what they could cover.
 3. Get an ordinance written that will govern the water system
Negotiations are progressing. Close to working on the purchase agreement, terms are being developed.

New Business

- Snow removal- concern with the Condos putting on the beach area and the parking along M75.
Township will contact the Condo association to remind them that snow cannot be put on the beach area- it needs to be hauled away

MDOT is working with businesses in the village about clearing the parking along the road edge. MDOT can impose temporary traffic control and forbid parking if not enough room due to snow accumulation.

V. Goodwin needs to contact the attorney on the water system and other issues.

Motion to authorize V. Goodwin to contact the Township attorney to work on: the water system ordinance, water system buy/sell documents, the process to follow to deal with the snow removal involving the condo association and any other related matters.

Motion: R.H. Berry 2nd L. Meadows

Approved 5/0

- Recycle Program changes: R. Berry shared the information of meeting on 1/15/2014 in Charlevoix for the County. Also that a bill needs to be prepared and presented to F. Shaler to be reimbursed for the electricity required for the cardboard compactor.
- MTA state conference: R. Berry is registered and planning to attend 1/29 & 30. Charlevoix Co. Elected leader summit 2/24/2014 5:00pm in Boyne City.

Financial Report

Reports presented. P. Cotanche pointed out that our policy says the financials should be out 5 days before the regular meeting. The meeting date is early in the month, which happens when bills are just arriving. Processing the bills and payments to reflect accurate reports is often very close to meeting date. Discussion followed. Agreed that we should look at revising the policy to match the practice. Put on Feb. agenda.

Motion to approve the financials as presented and pay all bills.

Motion: L. Meadows 2nd S. Burr approved 5/0

Zoning Administrators Report - see included report

Assessors Report- S. Midga was present and reported

Has been working on following up on Building permits, sales of property, and property splits – doing site visits and doing confirmations. Processed one disabled Vet exemption request and one poverty exemption request. Board of Review will be scheduled early March with an alternate start date.

Committee Reports

- Planning Commission- no meeting
- Zoning Board of Appeals – no meeting
- Road Committee
E. Lee shared the county estimate for Bear River Rd. from US131 west. He will ask for additional work estimate. Annual meeting with the Road Commission is scheduled for Wed. 1/15/14 evening.
- Fire Department- see included report

- DDA meeting is scheduled for Jan. 30, 2014
- Correspondence
Notice of price changes from Charter
Letter received concerning the driveway at the Post office and issues with people parking that blocks the access.

Public Comment- None

Adjournment 8:42pm