

Melrose Township Board of Trustees Approved Minutes

February 11, 2014 7:00pm

Call to Order: 7:00pm V. Goodwin called to order

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

Approval of the Agenda

Motion to approve the agenda with the addition of Habitat for Humanity request under new business.

Motion: S. Burr 2<sup>nd</sup> L. Meadows

Approved 5/0

Approval of minutes from previous meeting

January 14, 2014 minutes: V. Goodwin reviewed the minutes verbally.

Motion to approve the minutes as presented.

Motion: P. Cotanche 2<sup>nd</sup> L. Meadows approved 5/0

Guest : G. Lasater addressed the board- Noticed the parking issues in the village- V. Goodwin shared we are working on it with MDOT.

Old Business

- Water system- update of some progress on negotiations.  
Motion to schedule a special board meeting on February 25, 2014 at 7:00pm for the purpose of reviewing information on funding and pricing of the water system.

New Business

- Policy revision on financials reports- reviewed some of the areas in the policy that do not agree with the current procedure. Shelley and Robin will review and bring recommendations for amendments to the next meeting.
- Alternate start date for Board of Review- resolution to March 11, 2014.  
See attached resolution: #2014-02-11-01  
Roll- call vote: L. Meadows-Y/ P. Cotanche-Y/ S. Burr-Y/V. Goodwin-Y/ R.H. Berry-Y  
Approved 5/0
- Dates for Budget Planning meetings:  
Motion to approve the meeting dates to be: Budget Workshop March 18, 2014 at 6:00pm and Budget Public Hearing March 27, 2014 at 7:00pm.
- Dates for regular Melrose Township Board meeting 2014/2015  
See attached schedule of the 2<sup>nd</sup> Tue of each month as the meeting dates.  
Motion to approve the meeting schedule as presented.  
Motion: L. Meadow 2<sup>nd</sup> P. Cotanche approved 5/0

- Sewer System - Exploration of sewer system development has begun. Discussions of a possible joint venture and a vision to not have a piecemeal system as we have now. Looking to the future-providing good services and protecting the environment.
- DDA sidewalk project: DDA met the end of January. Recommending the sidewalk project between the Church and the Boat Launch parking lot. A contract from Wade-Trim was presented to manage the project from design to completion.  
Motion to approve the service contract for engineering services/ design & bidding from Wade Trim in the amount of \$7,600, to cover the sidewalk project as budgeted in the DDA Fund.  
Motion: V. Goodwin /2nd L. Meadows; Approved 5/0
- Habitat for Humanity request:  
Motion to approve the Habitat for Humanity request for tax exemption on property # 15-010-660-055-00, vacant land, until the site is developed.  
Motion: R. H. Berry 2<sup>nd</sup> P. Cotanche approved 5/0

#### Financial Report

Motion to approve financials with the correction on budget page and pay all bills as presented.

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

Zoning Administrators Report- see attached report

Assessors Report- Board of Review is scheduled

#### Committee Reports

- Planning Commission- L. Meadows presented summary of meeting
- Zoning Board of Appeals- P. Cotanche presented summary of meeting and actions
- Road Committee E. Lee – County is working on Bear River Rd. upgrade pricing. After the CCRC annual meeting where the need to rebuilt part of the road was identified the additional price information has been requested.
- Fire Department T. Mackie presented the attached report.
- DDA- V. Goodwin summarized the meeting and the sidewalk and boat sign projects.
- Correspondence-  
Liquor license transfer notice from the State for Walloon Lake Inn  
Charlevoix County Recycle meeting in Boyne City 2/19
- CCMTA chapter meeting 2/24

Public Comment- none

Adjournment 8:18pm