

Melrose Township Board of Trustees Meeting Minutes

December 9, 2014

Call to order 7:00pm

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

Approval of Agenda:

Motion to amend the agenda to add Steve Migda to Guests and Calvin Penfold from Emmet Co. EMS to Old Business; Boat launch dock, Hall thermostat and Waste Mgmt. contract to New Business.

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

Approval of Minutes from Previous Meetings:

Motion to approve November 11, 2014 minutes as presented:

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

Guest:

Steve Migda reported on new homes being built and the increased value of properties in the Township.

Old Business:

- Water System Update-Vern met with Brian Thurston to discuss the process. D. Hass was present. A meeting will be scheduled for January to finalize details with Mr. Hass.
- Sewer system Update- Peter Wendling is working on property titles. Aaron is checking with DEQ on permit process. V. Goodwin to check with CCRC about right of way within street for sewer lines.
- Lee Street- Private property plowing against the law, per our attorney. Charlevoix County will determine stop point.

Motion to draft a policy prohibiting the plowing or maintenance of private property within the township.

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

- Emmet Co. EMS- C. Penfold reviewed Memorandum of Understanding and progress of the transition to county ownership. There will be three building locations. The existing subscription plan for out of county residents will continue for now. Also will negotiate a contract with Emmet Co. over the next 6 months for future service.

Motion to approve the Memorandum of Understanding between County of Emmet and Melrose Township for ambulance service.

Motion L. Stephens, 2nd P. Cotanche 5/0 Approved

New Business:

- Zoe St- Easement for main sewer line to go in the road right- of- way.
- M. Martin: tree & insurance claim- Recommendation from insurance company to add to employee policy, inspection for possible hazards yearly on all properties.
- Fire Dept. insurance policy-Fire Department is reviewing and looking for a new policy.

- Park Monument Proposal – Will be added to budget planning in March.
- Boat Launch Dock-Dock storage: New hotel has concern with the current storage of dock at launch site. Need to determine cost and site to store it else where, cost of equipment needed to move dock and safety of storage site.
- Township Hall Thermostat-Commercial grade and programmable. \$300 installed. Will be added to budget planning in March.
- Waste Management Contract-
Motion to approve the Waste Management Contract with the condition of a three year term.
Motion R. Hissong Berry 2nd L. Stephens 5/0 Approved

Financial Reports:

Motion to approve financials and pay all bills as presented.

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

Zoning Administrators Report

Assessors Report

Committee Reports:

- Planning commission- P. Cotanche presented summary. Need to appoint a replacement person and working on a transition zone for the master plan.
- Zoning Board of Appeals- No meeting.
- Road Committee- Discussed new bridge on River Rd. constructed as a trail crossing
- Fire Department- L. Stephens shared report. No longer need the fax line in the garage. To save money request it be turned off.
- DDA- no meeting
- Correspondence- None

Adjournment: 9:50pm