

Melrose Township Board of Trustees Minutes

April 14, 2015 7:00pm

Call to Order: 7:01pm V. Goodwin called to order.

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

Approval of the Agenda:

Motion to approve the agenda as amended to add Guest -G. Lasater and to remove Sewer System ordinance adoption.

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

Approval of the minutes from previous meetings. V. Goodwin read each aloud.

March 10, 2015 minutes

Motion to approve the minutes of March 10, 2015 as presented.

Motion: S. Burr 2nd P. Cotanche 5/0 approved

March 18, 2015 Budget Workshop minutes

Motion to approve the minutes of March 18, 2015 as presented.

Motion: P. Cotanche 2nd L. Stephens 5/0 approved

March 31, 2015 Budget Hearing minutes

Motion to approve the minutes of March 31, 2015 as presented.

Motion: S. Burr 2nd P. Cotanche 5/0 approved

April 7, 2015 Special Meeting Water & Sewer Ordinance Review

Motion to approve the minutes of April 7, 2015 as presented.

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

Guest

- G. Lasater- Charlevoix County Commissioner
Long-eared Bat has been declared endangered, so there will be no tree cutting allowed in June and July. This will impact the trail construction from Boyne City to Horton Bay. Has attended 2 presentations on Proposal 1- local support seems to be minimal.

Old Business

- Water system update – Bond attorney has recommended change to Purchase Agreement- the final draft has not arrived.
- Sewer system update- lots going on. Mrs. Hopcraft is pursuing her concerns with the project and the DEQ is working to set up a meeting with her. The legal letter was read aloud. Concerns will be heard if meeting can be arranged.
Discussion of progress- with the tree cutting restrictions coming, it will be important to consider logging the property before June 1, 2015.
- Consumers Energy Franchise agreement- draft language from our attorney has been submitted to Consumers Energy. Waiting for the reply. Will be tabled to our May agenda.

New Business

- Tony Pizii resignation from Planning Commission
Motion to accept Tony Pizii's resignation from the Planning Commission.
Motion: P. Cotanche 2nd S. Burr 5/0 approved
- Appoint Lyon Stephens to ZBA
Motion to appoint Trustee Lyon Stephens as the Board representative to the Zoning Board of Appeals.
Motion: P. Cotanche 2nd S. Burr 5/0 approved
- Notice of Intent-Bond Resolution for Sewer system.
Motion to approve the Notice of Intent Resolution for Sewage Disposal System Bonding. This will be advertised in the Petoskey News Review.
Motion: L. Stephens 2nd P. Cotanche
Roll call vote: V. Goodwin-Y, S. Burr-Y, L. Stephens-Y, P. Cotanche-Y, R. Hissong Berry-Y
Approved 5/0
- Rate Resolution for Sewer System.
Motion to approve Resolution 2015-04-14-1 Rate Schedule for the sewer system.
Motion: S. Burr 2nd L. Stephens
Roll call vote: L. Stephens-Y, S. Burr-Y, V. Goodwin-Y, P. Cotanche-Y, R. Hissong Berry-Y
Approved 5/0
Need to schedule a special meeting for the purpose of considering: 1. the Sewer System Ordinance, 2. Audit Engagement letter, 3. drain field site work and, 4. additional part-time help for the Township Employee.
Special Meeting set for April 21, 2015 at 7:00pm
- Sewer System Ordinance Adoption- tabled to Special Meeting of April 21st when proposed language will be available.
- Water System Ordinance Adoption
Motion to approve, as presented, the Township of Melrose Water Ordinance, as ordinance No. 1 of 2015.
Motion: L. Stephens , 2nd P. Cotanche
Roll call vote: L. Stephens-Y, S. Burr-Y, V. Goodwin-Y, P. Cotanche-Y, R. Hissong Berry-Y
Approved 5/0
- Street scape project- Discussed crosswalk relocation.
Motion to approve relocating the crosswalk, contingent on preservation of the existing boat launch curb cuts.
Motion: L. Stephens 2nd V. Goodwin 5/0 approved
- Tools & Equipment purchase plan
Motion to approve the Township Employee's proposal to purchase tools for the township, at a cost not to exceed \$1,000.
Motion: R. Hissong Berry 2nd S. Burr 5/0 approved
A separate recommendation to purchase a lawn mower will be researched further.

- Part-time help

There is a need to hire part time help.

After discussion- L. Stephens, R. Hissong Berry and R. Stark-Behling will interview the 2 candidates who have expressed interest in the position and provide a recommendation to the Board at the April 21st Special Meeting

Financial Report: see included reports

Motion to approve financials as presented and pay all bills.

Motion: L. Stephens 2nd P. Cotanche 5/0 approved

Zoning Administrators Report- See included report

Assessors Report- None

Committee Reports

- Planning Commission- P. Cotanche shared a summary of the March 23rd meeting. The Supervisor has recommended Mike Fortune to fill the open seat. Motion to approve Supervisor's appointment of Mike Fortune to the Melrose Township Planning Commission. Motion : S. Burr 2nd P. Cotanche Approved 5/0 Mike was sworn in by Clerk R. Hissong Berry
- Zoning Board of Appeals no meeting
- Road Committee- 2 culverts being replaced by the County Road Commission Graveling of shoulders – 3 miles approved- E. Lee will work with the CCRC and request they use Afton stone. Errol to investigate repair of Maple Hill Road with Afton stone and check on status of brine program. East Street potholes- Errol will investigate various repair options.
- Fire Department- L. Stephens shared the enclosed report. Motion to hire Justin Allen, Kyle Smith, and Britta Cornell as recommended by the Fire Department. Motion: R. Hissong Berry 2nd S. Burr 5/0 Approved Frenzell Trust donation has been received.
- DDA - no meeting

Correspondence

Wex card (Ashland Marathon) to go paperless request. We must reply or will have a monthly charge to continue paper billing. Will reply MTA up coming training- regional meetings.

Public Comment called for – none offered

Adjournment 9:14pm