

Melrose Township Board of Trustees Minutes

June 9, 2015 (June 22, 2015 draft)

Call to Order 7:00pm V. Goodwin

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

Approval of the Agenda

Motion to approve the agenda with the additions of the Flywheelers mass gathering permit and a Walloon Lake Association request for a membership form box at the Public Boat Launch restroom building.

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

Approval of the minutes from previous meetings

May 12, 2015 Regular minutes

Motion to approve the minutes with the addition of “eventually” in the Freemeyer sewer system statement.

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

May 26, 2015 Public Hearing minutes

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

Guest

- Celebrate Walloon – Pam Roudi
Presented a summary of the event. Seeking approval for park use.
Motion to approve the Celebrate Walloon Event in the Melrose Township Park on July 25, 2015.
Motion: P. Cotanche 2nd L. Stephens Approved 5/0

Old Business

- Sewer system update
Ordinance
Resolution 2015-06-09-01
Motion to approve Sewer System Ordinance 2 of 2015.
Motion: V. Goodwin 2nd S. Burr
Roll Call Vote- L. Stephens-Y, P. Cotanche-Y, S. Burr-Y, V. Goodwin-Y, R. H. Berry-Y
Approved 5/0
- Freemeyer request- reviewed the proposed revisions to the Freemeyer agreement. Add the information that the Township will be responsible for Zoe St. improvements.
Motion to approve the revised Freemeyer agreement to be sent to our Attorney for final review. Motion: R.H. Berry 2nd S. Burr Approved 5/0
- Water system update
Ordinance
Resolution 2015-06-09-02
Motion to approve the Water System Ordinance 1 of 2015.
Motion: L. Stephens 2nd P. Cotanche
Roll Call Vote- S. Burr-Y, P. Cotanche-Y, V. Goodwin-Y, L. Stephens-Y, R.H. Berry-Y

Approved 5/0

D. Hass – questions about email communication. He was presented with copies of messages sent to him. Waiting for his response.

- Charlevoix Co. Treasurer – price for North Shore land
Motion to approve the purchase of parcel #15-010-750-054-10 on North Shore for the price of \$1,653.59 and \$10 to record deed from Charlevoix County Treasurer.
Motion: P. Cotanche 2nd S. Burr Approved 5/0
- Road End Dock Agreement – revisions
Reviewed details- Construction specifications must be established and water depth defined.
Special meeting scheduled for Thursday, June 18, 2015 at 7:00pm with the purpose to work on the Dock Agreement.
- Cemetery Ordinance update
Motion to revise the Cemetery Ordinance Section III-E change” plot “to “burial space”.
Motion: R. Hissong Berry 2nd S. Burr approved 5/0

New Business

- Park improvement- Charlevoix Co. Recreation Request
Pickle ball court
Beach walk
Resolution 2015-06-09-04
Motion to support the park grant application to Charlevoix County Recreation to construct a Pickle Ball Court and expand the current basketball court to a full size court in the park.
Motion: S. Burr 2nd P. Cotanche approved 5/0
- FOIA policy revision recommendations
Place on the July agenda
- Master Plan draft release
R. Frykberg presented the process for Master Plan Update.
Motion: The Melrose Township Board authorizes the release of the Master Plan Update draft for Public Review.
Motion: L. Stephens 2nd S. Burr approved 5/0
- Motion to approve the Flywheeler event mass gathering permit for their annual show on July 23rd through July 26th.
Motion: V. Goodwin 2nd L. Stephens Approved 5/0
- Motion to approve the Walloon Lake Association membership form box to be installed at the Boat Launch Restroom building.
Motion: S. Burr 2nd L Stephens Approved 5/0
- Resolution 2015-06-09-03
No Wake Zone DNR request resolution.
Roll Call Vote: S. Burr-Y, V. Goodwin-Y, L. Stephens-Y, P. Cotanche-Y, R. Hissong Berry-Y
Approved 5/0

- Employee Project report- Rex Stark-Behling
Listed tools purchased, projects completed in the park and cemetery.
Noted that an eye wash station and first aid kit for the transfer station will be ordered.
Requested that board members notify him of any items they notice that needs work.
It was noted that the front of the building needs repair on the stucco in several places.
Also the garage doors need painting.

Financial Report

Motion to approve the financial reports and pay all bills as presented.

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

Zoning Administrators Report- see included report- Randy reviewed with the board

Assessors Report- none

Committee Reports

- Planning Commission- P. Cotanche shared report
- Zoning Board of Appeals- did not meet
- Road Committee-
Brining is done. No date for the shoulder work yet.
- Fire Department- L. Stephens presented summary of enclosed report.
T. Mackie presented an insurance change proposal.
Motion to approve the Fire Department recommendation to change insurance provider.
Motion: L. Stephens 2nd S. Burr Approved 5/0
- DDA- met and elected officers. Next meeting July 8, 2015.
CCRC has agreed to be the engineer of record for the Street Scape project.
- Park Committee
Broc Johnson- presented projects done- sand- beach/volley ball/play ground
Flowers are in, woodchips have been spread, trail work, recommends the addition of a grid system to make access across the beach sand near the guardrails easier. Recommends the monument construction.
Motion to approve the the monument construction, for the veteran plaque, in the park.
Motion: S. Burr 2nd P. Cotanche approved 5/0
- Correspondence
Smoke free beach/ public spaces information

Public Comment- called for- none

Adjournment 9:02 pm

Resolution#__2015-06-09-01_____ **Date:**__June 9, 2015__

Resolution __Melrose Township Sewer Use and Rate Ordinance_____

Whereas, Melrose Township has the authority to establish a Township owned sewer system

Whereas, Melrose Township has need to provide sewer treatment in the Walloon Lake Village area

Now, Therefore, be it resolved that the Melrose Township Board establishes the Sewer System Use and Rate Ordinance #2 of 2015

The foregoing resolution offered by Board Member__V. Goodwin__

and supported by Board Member __S. Burr_____ .

Upon roll call vote, the following voted **“Aye”** : _____5_____

“Nay”: _____0_____

The Supervisor declared the resolution adopted.

Melrose Township Clerk

Certificate

I, Robin Hissong Berry, the duly elected and acting Clerk of Melrose Township, hereby certify that the foregoing resolution was adopted by the Township Board of said Township at the regular meeting of said Board held on _June 9_, 2015_, at which meeting a quorum was present, by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

Robin Hissong Berry

Melrose Township Clerk

Resolution# __2015-06-09-02__ **Date:** _June 9, 2015_

Resolution _____ Township of Melrose Water Ordinance _____

Whereas, Melrose Township has the authority to establish a Township owned water system

Whereas, Melrose Township residents have requested the Township to take action to own a water system

Now, Therefore, be it resolved that Melrose Township Board establishes the Water System Ordinance that defines the system and the operation in Ordinance #1 of 2015

The foregoing resolution offered by Board Member ___L. Stephens_____

and supported by Board Member ___P. Cotanche_____ .

Upon roll call vote, the following voted **“Aye”** : ___5___

“Nay”: ___0___

The Supervisor declared the resolution adopted.

Melrose Township Clerk

Certificate

I, Robin Hissong Berry, the duly elected and acting Clerk of Melrose Township, hereby certify that the foregoing resolution was adopted by the Township Board of said Township at the regular meeting of said Board held on _June 9_ , 2015_ , at which meeting a quorum was present, by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

Robin Hissong Berry

Melrose Township Clerk

Application Resolution

Resolution No. 2015-06-09-04

Whereas, Melrose Township has the authority to construct, operate, and maintain the Melrose Township Park and the facilities within the park

Whereas, Melrose Township is requesting a \$10,000 Appropriation from the Charlevoix County Board of Commissioners; and

Whereas, the Melrose Township Board desires to enhance, repair, build or rebuild the Basketball court and a new Pickle Ball court to meet the needs of users in Charlevoix County;

Therefore be it Resolved by the Melrose Township Board that, pursuant and subject to all of the terms and provisions of Charlevoix County Parks millage, application be made to the Charlevoix County Board of Commissioners for funding: and

Be it further resolved that the Park Committee Chairperson, Broc Johnson of said Melrose Township is hereby authorized and directed to cause the necessary data to be prepared and application to be signed and filed with the County of Charlevoix;

Passed and adopted at a regular meeting of the Melrose Township Board on the 9th day of June/2015.

Signature: _____

Print Name: ____Robin Hissong Berry____

Title: ____ Clerk ____

Date: 06/09/15

Clerk of said: ____ Melrose Township ____