

**Melrose Township Board of Trustees Minutes
February 9, 2016**

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

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

Approval of the Agenda

Motion to amend the agenda by adding snowmobile trail under old business and approve as amended.

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

Approval of minutes from previous meeting:

January 12, 2016

Motion to approve the minutes of January 12, 2016 as presented.

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

Guest

Old Business

- **Sewer Update**

Working to transfer 5 acres from the 40 acre piece for the site of the drainfield.

To meet the requirements for the MDNR the site must be surveyed and an appraisal done.

Motion to approve the appraisal proposal from Michigan Appraisal Company, Inc. not to exceed \$2,000.00 for the 5 acre piece.

All things are signed off from DEQ for Farnar project should be approved soon.

A letter from C. Hopcraft was received by township and others. The Lake association asked status. The site that is talked about in the letter will not work. Does not meet requirements of master plan.

- **Water Update** in progress, no change .

- **Snowmobile Trail**

The ribbon cutting was held on 2/9/2016.

Photos were taken. V. Goodwin attended.

New Business

- **Meeting dates for Budget Planning**

The Budget Workshop date March 22, 2016 6:00pm

The Budget Public Hearing date March 29, 2016 7:00pm

- **Start Date for Board of Review**

Motion to change the Board of Review start date to March 15, 2016.

Motion: V. Goodwin 2nd S. Burr Approved 5/0

- **Building energy use- improvement**

The tracking down of energy waste has resulted in big savings on the hall electricity bill.

Need to research the possible savings by changing to LED lighting in the building.

- **Rezone – White Mountain Development**

Motion to approve the recommended rezone for parcel #15-010-030-016-60 and #010-030-025-00 from Agriculture to Rural Residential Conservation design.

Motion: R. Hissong Berry 2nd P. Cotanche approved 5/0

- **Hall Key – security concerns**

Discussion of concern with the current practice of leaving building open for renters when no one is in the building.

G. Lasater share the county is in process of changing their buildings, suggested contacting F. Shaler for information.

Financial Report

Motion to accept financials as presented and pay all bills.

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

Zoning Administrators Report

R. Frykberg reviewed the process for rezone and PUD expansion.

Explained the parcel divisions being done with the old Golf Course.

The work with Consumers Power for some parcel reworks being done.

Assessors Report None

Employee Grounds Report Working on future project list

Committee Reports

- **Planning Commission**

P. Cotanche and R. Frykberg share meeting summaries.

- **Zoning Board of Appeals**

No meeting

- **Road Committee**

MDOT letter of understanding being revised to include the Township will be responsible for the streetlights cost and maintenance.

Motion to approve the Letter of Understanding with MDOT for the street scape project.

Motion: V. Goodwin 2nd L. Stephens approved 5/0

Charlevoix County Road Commission

The formal agreement needed for the grant process for the village street scape.

Motion to approve the commitment to fund \$50,271.00 portion of the Street Scape project from the DDA funds as the local dollars for the village street scape project.

Motion: V. Goodwin 2nd P. Cotanche

Roll call: L. Stephens-Y, S. Burr-Y, P. Cotanche-Y, V. Goodwin-Y, R. Hissong Berry-Y

Approved 5/0

- **Park Committee**

For budget planning the funds like last year will be good.

- **Fire Department**

L. Stephens shared the enclosed report

- **DDA** no meeting

Correspondence

Public Comment

G. Lasater shared that VA has lost 2 part time staff members and seeking replacements.

Adjournment 8:03 pm