

**Melrose Township Board of Trustees Approved Minutes  
May 10, 2016**

**Call to order 7:00pm Errol Lee called to order**

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

**V. Goodwin excused absence**

**E. Lee (ZBA Chairperson) Chaired the meeting per V. Goodwin request**

**Approval of the Agenda**

**Motion to approve the agenda as presented with the addition of Guest from the Fire Department for a demonstration.**

**Motion: P. Cotanche 2<sup>nd</sup> L. Stephens Approved 4/0**

**Approval of minutes from previous meeting:**

**April 12, 2016 meeting**

**Motion to approve the minutes of the April 12, 2016 meeting as presented.**

**Motion: S. Burr 2<sup>nd</sup> L. Stephens Approved 4/0**

**Guest**

**Member of the Fire Department demonstrated the new Lucas equipment. The CPR device that runs on battery.**

**G. Lasater- The Veteran Monument dedication is set for Saturday May 21 at 11:00 am in the park. Members of the Cub Scout Pack 53 will be present.**

**Old Business**

- **Sewer Update Reapplied for the Part 41 permit . Waiting on Blake Smith to process the loan documents.**
- **Water Update – waiting for the court to act.**
- **Street Scape update**  
**Bid Opening to be held at noon on Thursday May 12 in the Township office. Special Meeting scheduled for Mon. May 16,2016 at 7:00pm to review the bids.**
- **Web Page Contract – Status T. Mackie reported the progress with the website provider. The kick off discussion is set for Thur. May 19. Working to keep it easy to use and document / information sharing focused.**
- **Fire Hall Apron – Status Completed . Concrete is curing. The trucks can come back tomorrow.**

**New Business**

- **Qualifying petitions and Affidavit of Identity for Filing**  
**The forms are in the office and ready to complete. Due on July 21, 2016 to the Clerk. Signatures require no less than 9 and no more than 30.**
- **Road Projects- reviewed the bids and acted upon the lowest bids**  
**-Country Club Shores and Country Club Road Paving**  
**-North Shore Dr. site work**  
**-North Shore Dr. paving work**  
**Motion to award the Country Club Shore, Country Club and North Shore Drive site work and paving to Tri-County Excavating for the price of \$349,521.95 per their bid.**  
**Motion: R. Hissong Berry 2<sup>nd</sup> S. Burr Approved 4/0**  
**-Country Club Road gravel work**  
**Motion to award the Afton stone work on Country Club Road to Sackrider Companies for the price of \$46,369.00 per their bid.**  
**Motion: L. Stephens 2<sup>nd</sup> P. Cotanche approved 4/0**

- **County Notice of Foreclosed property**  
**Motion to exercise the first right of refusal on parcel #010-009-033-15 located at 04577 Lee Street. This piece is adjacent to a piece the Township owns and will provide road access from a second road for Township use.**  
**Motion: S. Burr 2<sup>nd</sup> L. Stephens**  
**Roll call vote:**  
**P. Cotanche-Y, S. Burr-Y, L. Stephens-Y, R. Hissong Berry-Y, V. Goodwin absent**  
**Approved 4/0**

**Financial Report See enclosed reports**

- **Motion to accept financials as presented and pay all bills.**  
**Motion: S. Burr 2<sup>nd</sup> L. Stephens approved 4/0**

**Zoning Administrators Report (see included report)**

**Assessors Report No report**

**Employee Grounds Report**

- **Has expressed concern that one of the commercial customers at the Transfer Station does not pay in a timely way as all the others do.**  
**Motion to send a letter to Mr. Peck regarding the Township policy that all commercial users of the transfer station must pay weekly.**  
**Motion: L. Stephens 2<sup>nd</sup> S. Burr Approved 4/0**

**Committee Reports**

- **Planning Commission P. Cotanche shared the included report.**
- **Zoning Board of Appeals**  
**Has a meeting scheduled for May 11, 2016.**
- **Road Committee**

**Brining for 2016 We are on the list with the County Road Commission for the work.**

- **Park Committee no report**
- **Fire Department**  
**L. Stephens shared the included report.**  
**The department is ready to seek bids on a new tanker truck**  
**Motion to approve the Fire Department running an ad to seek bids for the new truck with a pump.**  
**Motion: R. Hissong Berry 2<sup>nd</sup> L. Stephens. Approved 4/0**  
**Service contract on the Lucas equipment did not include travel cost for the 3 years of service. That will add \$1250 to the previously approved contract price. L. Stephens will explore cost and report at the meeting on May 16,**

- **DDA no report**

**Correspondence none**

**Public Comment none**

**Adjournment 8:42pm**