

**Melrose Township Board of Trustees Approved Minutes
April 11, 2017 7:00pm**

Call to order 7:00pm V. Goodwin

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

Approval of the Agenda

Motion to approve the agenda with the deletion of G. Lasater under guest and the addition of network server and hall light upgrades under new business.

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

Approval of minutes from previous meeting:

Minutes of March 14, 2017 regular meeting

Motion to approve minutes of March 14, 2017 regular board meeting as presented.

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

Minutes of March 21, 2017 Budget Work Session

Motion to approve the minutes of the March 21, 2017 Budget Work Session as presented.

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

Minutes of March 28, 2017 Budget Public Hearing

Motion to approve the minutes of the March 28, 2017 Budget Public Hearing as presented.

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

Guest

Old Business

- **Sewer Update** A. Nordman, from Performance Eng. Presented report on the status of the system operation. Updated how the process of the new connections is progressing. Next week restoration should begin on the park and drainfield site.
- **Water Update** The lines have been bored into the park building .Have submitted the application to Walloon Lake Water System for the tap-in for the park building. Motion to approve the payment of the Park Building Tap-in fee to WLWS. Motion: V. Goodwin 2nd L. Stephens approved 5/0
- **Street Scape update** An agreement with Elmer's has been signed and submitted for approval for the completion of the Street Scape Project work. Motion to approve the payment to Elmer's for the retainage being held in the amount of \$30,740.00 for the Street Scape project and the change order in the amount of \$16,348.61 for additional work on Windsor St.. Motion: L. Stephens 2nd S. Burr Approved 5/0
Motion to approve payment to Performance Eng. in the amount of \$3,521.00 for street scape work and Matt's Underground in the amount of \$3,465.00 for the park boring for water and sewer lines as presented. Motion: V. Goodwin 2nd L. Stephens Approved 5/0
- **Masters House property** nothing to report
- **Emmet County Ambulance Service Resolution** nothing to report
- **DNR Holmes Rd. application follow-up** we have a case number Waiting for the DNR process to proceed.

New Business

- **Consumers Power Street light contract**
Motion to approve the contract with Consumers Energy for the Streetlight upgrades to install LED lighting in the amount of \$2631.04.
Motion: L. Stephens 2nd S. Burr Approved 5/0
- **NLEA annual luncheon** - discussed no one able to attend
- **911 Board of Directors representation**
Discussion of the current 911 operation that is now 24 years old. The current board agreed to review and update the agreement that is 24 years old. It is being suggested that Board membership be changed and eliminate Township and Village/City representation. The fact that the counties have little involvement in the Fire Protection and Ambulance service provision, which is 2/3 of the emergency services, it is important to keep the Township and Village/City voices on the board.
Motion to encourage the current 911 Board of Directors to maintain their current representation of 1 County Commissioner, 1 Township and 1 City/Village representative from each of the 3 counties.
Motion: R. Hissong Berry 2nd S. Burr approved 5/0
- **Hall Light upgrades**
Motion to approve the hall light replacement plan implementation.
Motion: L. Stephens 2nd S. Burr Approved 5/0
- **New server system**
Have begun to explore a computer server system for the Township Hall. Should be ready for the May agenda.

Financial Report

- **General fund reports**
Motion to accept General Fund financial reports as presented and pay all bills.
Motion: L. Stephens 2nd S. Burr Approved 5/0
- **Sewer fund reports**
Motion to accept the Sewer System financial reports as presented and pay all bills.
Motion: R. Hissong Berry 2nd P. Cotanche Approved 5/0

Zoning Administrators Report no report

Assessors Report

Due to health issues with R. Frykberg- V. Goodwin is working to cover the services as needed. A couple of projects have been applied for and are being processed.

Employee Grounds Report

R. Stark- Behling reported that one section of dock is in. The crane will be scheduled soon for the rest of the installation. The cemetery spring work has started. Also road end clean-up has begun.

Our second grounds maintenance person has been working over 2 years with great dedication and consistent effort. A pay raise is recommended.

Motion to approve an increase in the hourly rate for B. Peck to \$14.50 per hour effective on April 9, 2017.

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

Committee Reports

- **Planning Commission** P. Cotanche reviewed the minutes of the meeting and pointed out there is vacancy to be filled.

- **Zoning Board of Appeals** no meeting

- **Road Committee**

E. Lee reported the Country Club Road work has gone out for bid. It includes doing 1400 feet from US131 west to the top of the hill.
The estimate for Larson Road was reviewed and a revision is being requested. Will bring to May meeting.

- **Park Committee**

Broc is working with a 4-H group to do trail work this spring.

- **Fire Department**

L. Stephens reviewed the report. He explained the department is looking at replacing tires on the Brush Truck and First Responder truck.

- **DDA**

Correspondence

MTA PAC letter seeks donation for the political action committee of the Michigan Township Association.

Public Comment

Called for – none offered

Adjournment

9:00pm