

**Melrose Township Board of Trustees Approved Minutes  
May 9, 2017 7:00pm**

**Call to order** 7:04pm V. Goodwin called to order

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

**Approval of the Agenda**

Motion to approve the proposed agenda with the addition of M. Webster under guest.

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

**Approval of minutes from previous meeting:**

**Minutes of April 11, 2017 regular meeting**

Motion to approve the minutes of April 11, 2017 as amended to correct the change order dollar amount under street scape Update (\$16, should be \$16,348.61) .

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

**Minutes of April 25, 2017 Special meeting**

Motion to approve the minutes of April 25, 2017 as presented.

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

**Guest**

- **G. Lasater** Working on a project to honor a Boyne City family, who lost 3 brothers in the war.
- **M. Webster** Thanked the board for great progress. He has been appointed to the Charlevoix County Planning Commission and looking forward to communicating on future planning issues. Encouraged the Township to support a Scholarship application for Natalie R. Davenport.

**Old Business**

- **Sewer Update**

Brad, from Performance Engineering, reported on status of the project.

West Street piping is mostly done. Restoration has begun at the drain field site. One West St. residence has not responded, all others are taken care of. Some questions about the billing for the partial month of West St. connections. The church has not finalized their commitment. USDA goal for completion is June 15. Restroom at the Boat Launch needed service. Plan has been developed for water management at the back of the Hall building, while restoration is happening with the sewer hook-up.

Motion to approve starting of the hall backyard site improvement plan needed to improve water management.

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

- **Water Update**

Working with Mr. Hass regarding our water connection for the park restrooms and water fountain.

- **Street Scape update**

Sprinkler system is installed. Curb repair not done. There is concern about the tree in front of the Post Office.

- **Masters House property**

This has been postponed until 5/19/2017.

- **Emmet County Ambulance Service Resolution**

No word from Emmet Co. V. Goodwin will contact Emmet County Administrator, Mr. Kruppa, about the Ambulance agreement.

**New Business**

- **US 131 resolution of support for the Explore 131 North committee**

Table until June. Board wants to confirm that “support “does not constitute a financial obligation.

They want more information.

- **Election Equipment Resolution**

**Resolution #2017-05-09-01 Election Equipment Grant Resolution**

See copy included

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

Approved 5/0

- **Charlevoix County Road Commission- Country Club Rd. Contract**  
Questions about the end point identified, details will be expanded.  
Put on the June agenda.
- **Resolution of support for student applicant for Scholarship thru MTA**  
**Natalie R. Davenport –**  
**Resolution 2017-05-09-02 Scholarship support (attached)**  
Motion: L. Stephens, 2<sup>nd</sup> S. Burr  
Roll call vote: V. Goodwin-Y, P. Cotanche-Y, S. Burr-Y, L. Stephens-Y, R. Hissong Berry-Y  
Approved 5/0
- **Waste Management contract renewal**  
Motion to renew the contract with Waste Management for 1 year with pricing as presented.  
Motion: S. Burr 2nd P. Cotanche approved 5/0
- **Fire Works Ordinance**  
Board to study the ordinance. Put on June agenda for consideration. Public hearing to be scheduled after consultation with B. Graham for the timeline.

#### **Financial Report**

- **General fund reports**  
Motion to accept financials as presented and pay all bills.  
Motion: P. Cotanche, 2<sup>nd</sup> S. Burr approved 5/0
- **Sewer fund reports**  
T. Mackie shared summary of financial status of the Fund.  
Motion to bill the West Street customers for half of the monthly fee for the first connection month  
Motion: L. Stephens, 2<sup>nd</sup> P. Cotanche approved 5/0

**Zoning Administrator Report** - none

**Assessors Report** - none

**Employee Grounds Report**- none

#### **Committee Reports**

- **Planning Commission** P. Cotanche presented summary of enclosed report  
Shared that some discussion has come up about Tiny House movement. We do have attached secondary units.
- **Zoning Board of Appeals** no meeting
- **Road Committee**  
E. Lee working with the CCRC for pricing details, on Country Club road project. The Brining has begun.
- **Park Committee**  
B. Johnson shared that a 4-H group is coming to work in the park on Friday. We need to get the push on to have our park ready for Memorial Day. Water & sewer up and running, when?  
The new willow trees are working, lot less water in the area.
- **Fire Department**  
L. Stephens presented summary of the enclosed report. New truck should come in July. The house moving event caused multiple challenges, including traffic control by the fire department.
- **DDA**  
New generic banners are up. Will be meeting Thursday evening.

**Correspondence** None

**Public Comment** What are the future plans for expanding sewer system coverage? Working on the Holms Rd. site.

**Adjournment 8:47pm**

## Melrose Township Board Resolution 2017-05-09- 01

**WHEREAS**, the Melrose Township Board wishes to apply to the Secretary of State for a grant to purchase a new voting system, which includes precinct tabulators, accessible voting devices for use by individuals with disabilities, and related Election Management System (EMS) software.

**WHEREAS**, partial funding for the new voting system will be provided by the State, and will include a combination of Federal Help America Vote Act and State-appropriated funds. Local funding obligations are detailed in the attached Dominion Voting quote.

**WHEREAS**, Melrose Township plans to begin implementation of the new voting system in 2017.

**WHEREAS**, the deadline for submitting the required State Grant Application is May 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED** that the Melrose Township Clerk is authorized to submit this Grant Application on behalf of Melrose Township, Charlevoix County on this day of May 9, 2017.

The foregoing resolution offered by Board Member L. Stephens.

Second offered by Board Member P. Cotanche.

Upon roll call vote the following voted "Aye" V. Goodwin-Y, L. Stephens-Y, P. Cotanche-Y, S. Burr-Y, R. Hissong Berry-Y. Approved 5/0

"Nay" none

The Supervisor declared the resolution adopted.

Robin Hissong Berry

Township Clerk:

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**Resolution 2017-05-09-02 Scholarship support**

**RESOLUTION OF SUPPORT FOR MICHIGAN TOWNSHIPS ASSOCIATION'S  
ROBERT R. ROBINSON SCHOLARSHIP APPLICATION**

WHEREAS, the Michigan Townships Association administers a scholarship fund established in memory of Robert R. Robinson, former executive director of the association; and

WHEREAS, the purpose of the scholarship fund is to help students in Michigan who are preparing for a career in public administration; and

WHEREAS, the scholarship is awarded on a competitive basis to a junior, senior or graduate student enrolled in a Michigan college or university, who is pursuing a degree in public administration and considering a career in local government administration, as determined by the applicant's academic achievement, community involvement and commitment to a career in local government administration; and

WHEREAS, Natalie Davenport, currently a senior at Central Michigan University, has demonstrated academic achievement with a 3.50 grade point average; and

WHEREAS, working to expand her knowledge and experience by attending the ICMA conference and interning with Melrose Township ; and

WHEREAS, the scholarship application requires a resolution of support from an MTA-member Michigan township board;

THEREFORE BE IT RESOLVED, the Melrose Township Board supports the application of Natalie Davenport for the Robert R. Robinson Memorial Scholarship.