

Melrose Township Board of Trustees Minutes (Draft)

September 11, 2018

**Call to order 7:05pm**

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

Motion to approve the agenda as amended with additions of Ambulance Authority, Circle Park, 3<sup>rd</sup> St and moving Zoning Ordinance to New Business.

Motion L. Stephens., 2<sup>nd</sup> P. Cotanche

Approved 5/0

Motion to approve minutes from August 14, 2018 meeting as presented.

Motion L.S., 2<sup>nd</sup> S.Burr

Approved 5/0

**Guest**

- County Board of Commissioners Representative George Lasater- Not present

**Old Business**

- Sewer Update – Will be pumping septic tanks this fall. Seven have committed for the North Shore extension.
- Water System Update – Attorneys are working on an appraisal.
- Masters House Property – no news.

**New Business**

- Poverty Exemption- need to address cash assets in our existing policy. Recommendation to use 1 ½ times the Federal Poverty Level for our policy amount defining money on hand.  
Motion to establish monetary asset maximum dollar amount allowed under Poverty Exemption to be set at 1 ½ times the Federal Poverty Level.  
Motion V. Goodwin, 2<sup>nd</sup> P. Cotanche  
Approved 5/0
- Circle Park – Reviewed the 2<sup>nd</sup> draft of the proposal.  
Motion to explore the proposed purchase of Circle Park and south parking lot.  
Motion V. Goodwin, 2<sup>nd</sup> R. H. Berry  
Approved 5/0
- 3<sup>rd</sup> Street-  
Motion to have the road right of way on 3<sup>rd</sup> Street surveyed and marked.  
Motion L. Stephens, 2<sup>nd</sup> S. Burr  
Approved 5/0
- Zoning Ordinance- Zoning district name change from Ag to Farm & Forest, with minimum lot size reduced from 10 to 5 acres and changes to minimum road frontage requirements.  
Motion to adopt Ordinance #1 of 2018 amending the Melrose Township Zoning Ordinance.  
Motion V. Goodwin, 2<sup>nd</sup> P. Cotanche  
Roll call: P. Cotanche- Yes, L. Stephens – Yes, S. Burr- Yes, V. Goodwin- Yes, R. H. Berry- Yes

- Ambulance Authority- Special Meeting will be held at Boyne Valley Township hall at 7pm on September 28, 2018.

### **Financial Report**

- General fund reports
- T. Mackie presented Sewer Fund report.

Motion to accept financials as presented and pay all bills.

Motion L. Stephens, 2<sup>nd</sup> S. Burr

Approved 5/0

### **Zoning Administrators Report – Reviewed Report**

#### **Assessors Report- None**

#### **Employee Grounds Report- None**

### **Committee Reports**

- Planning Commission- P. Cotanche summarized a report of their meeting on August 27<sup>th</sup>.
- Zoning Board of Appeals- Meeting on 9/26- Variance for 2<sup>nd</sup> story garage.
- Road Committee – E. Lee in agreement with 3<sup>rd</sup> Street survey and marking decision. Lee Street has eroded again and needs to be reworked with water retention basins. Specs will be done and contractor will be hired to do this repair.
- Park Committee- Signs have been taped off about firearms and we continue to wait for attorney’s directions. Estimates for new doors and locks have been submitted for budget planning.
- Fire Department- L. Stephens reviewed the Fire Department Report and recommendation to hire Emily Matz.  
Motion S. Burr, 2<sup>nd</sup> P. Cotanche  
Approved 5/0
- DDA- B. Johnson shared report. Will participate with US131 Corridor Committee’s marketing campaign for 1<sup>st</sup> year at a cost of \$2,000. Downtown businesses are organizing as a Merchants Association. DDA will support their lighting event financially. Next meeting is November 12 at 7pm.

### **Correspondence**

- Leonard Meadow’s letter listing concerns with the Circle Park and south parking lot acquisition proposal.

### **Public Comment- None**

### **Adjournment 8:42pm**