

**Melrose Township Board of Trustees Minutes**  
**January 9, 2018 7:00pm**

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

Present: V. Goodwin, S. Burr, L. Stephens, P. Cotanche deputy clerk D. Oldham recording minutes

Excused absence: R. Hissong Berry

**Approval of the Agenda**

Motion to amend and approve the agenda with the addition of Board of Review meeting dates, T. Midga hiring and North Country IT quote.

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

**Approval of minutes from previous meeting:**

**Minutes of December 12, 2017 regular meeting**

Motion to approve minutes as presented.

Motion: P. Cotanche 2<sup>nd</sup> S. Burr Approved 4/0

**Guest**

- **G. Lasater**

**Old Business**

- **Sewer Update** – T. Mackie presented report  
Barrel Back sewage leak is being addressed. Some expenses are actual quarterly expenses so distorts the monthly statements. No past due accounts.
- **Water Update** - None
- **Masters House property** - None
- **Recreation Plan update** - None
- **Policy on Hall and Gazebo reservation System-** Tabled

**New Business**

- **Regular Board Meeting Dates**  
The list was reviewed and the August date should be 8/14, corrected  
Motion to approve the 2018 Meeting dates with the correction of 8/14.  
Motion: L. Stephens 2<sup>nd</sup> V. Goodwin approved 4/0
- **Hall Building Insulation Bid**  
Bid was reviewed by the Board  
Motion to approve the bid from Retrofoam of Michigan, Inc for the insulation of the township hall walls in the amount of \$11,184...  
Motion L. Stephens 2<sup>nd</sup> S. Burr approved 4/0
- **Board of Review Meeting Dates**  
Motion to approve the start date change and work dates of 3/12 & 3/13 for the 2018 Board of Review.  
Motion: L. Stephens 2<sup>nd</sup> V. Goodwin approved 4/0
- **Assessor support staff**  
Motion to hire T. Midga to assist Steve with assessing duties.  
Motion: S. Burr 2<sup>nd</sup> P. Cotanche approved 4/0
- **North Country Cabling Contract**  
Motion to approve the agreement for \$1,800., the additional amount to the contract, to run new system cabling with North Country IT.  
Motion: L. Stephens 2<sup>nd</sup> S. Burr approved 4/0

**Financial Report**

- **General fund reports**
- **Sewer fund reports**

**Zoning Administrators Report** Home on North Shore variances were approved

**Assessors Report** None

**Employee Grounds Report** None

**Committee Reports**

- **Planning Commission** no report
- **Zoning Board of Appeals** no report
- **Road Committee** no report
- **Park Committee** no report
- **Fire Department** 1. Stephens presented the included report
- **DDA** no report

**Correspondence** none

**Public Comment** called for none

**Adjournment** 7:55pm