

**Melrose Township Board of Trustees Minutes**  
**March 13, 2018 7:00pm**

**Call to order** 7:02pm V. Goodwin called to order

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

**Approval of the Agenda**

Motion to amend the agenda by adding Board of Review appointment to new business and approve the agenda as amended.

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

**Approval of minutes from previous meeting:**

**Minutes of February 13, 2018 regular meeting**

Motion to approve the minutes of the February 13, 2018 regular board meeting as presented.

Motion: P. Cotanch 2<sup>nd</sup> S. Burr approved 5/0

**Minutes of March 6, 2018 Special meeting**

Motion to approve the minutes of the March 6, 2018 Special meeting as presented.

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

**Guest**

- **G. Lasater** not present

- **H. Huffstutler Director of Conservation Programs**

**Walloon Lake Trust and Conservancy Invasive Species Project**

Heather presented a summary of the effort last fall and the plan to retreat this year for Japanese Knotweed on the road ends. A survey of the park for invasive plants was proposed. An investment to support these efforts of approximately \$750 for 2018 is requested.

Also, the Tipp of the Mitt Water Shed information about Rain Water Gardens was passed out to Board Members.

- **John Lamont - Boyne City Ambulance**

Unable to attend

**Old Business**

- **Sewer Update** – A. Nordman presented the enclosed report. It includes a 5year financial projection for the system operation.

- **Water Update** – still pending

- **Masters House property-** still watching

- **Recreation Plan update – draft distributed**

The final draft of the Recreation Plan has been distributed to Board Members for review. It will be on the website, a printed copy will be in the office and at the library for public review. Comments and input can be submitted to the Clerk. The Public Hearing required for approval will be held at the Regular Board meeting on May15, 2018.

Motion to schedule a Public Hearing for the Melrose Township Parks and Recreation 5 Year Plan on May 15, 2018 as part of the Regular Monthly Board meeting.

Motion: V. Goodwin 2<sup>nd</sup> S. Burr 5/0 approved

**New Business**

- **Cemetery Ordinance – define Vault with cremains**

Question about the Cemetery Ordinance term vault with cremains. Consensus is to check with B. Graham for the advice on how to proceed with the clarification.

- **Walloon Lake Association Membership**

Motion to renew township membership in the Walloon Lake Association.

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

- **Schedule Election Commission Meeting April 10, 2018 6:30pm**

Election Commission Members agreed to meet at 6:30 pm on April10, 2018 before our Regular Board Meeting.

- **State MTA conference April 23-26**

Discussed attendance. Robin will possibly go at least one day.

- **Waste Management Contract**

Reviewed the draft proposal received. Will request that the automatic renewal clause be taken out of the agreement.

- **Board of Review Appointment**

Motion to appoint Mark Juday to serve on the Melrose Township Board of Review.

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

### **Financial Report**

- **General fund reports**

Motion to accept the financials as presented and pay all bills.

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

- **Sewer fund reports**

T. Mackie presented the enclosed report for the sewer system.

Motion to accept sewer fund financials as presented and pay all bills.

Motion: R. H. Berry 2<sup>nd</sup> P. Cotanche approved 5/0

The sewer Fund will have it's annual audit as required by USDA.

**Zoning Administrators Report** no report

### **Assessors Report**

Board of Review is meeting this week.

**Employee Grounds Report** no report

### **Committee Reports**

- **Planning Commission** no report

- **Zoning Board of Appeals** no report

- **Road Committee**

E. Lee reported the CCRC will have a quote for Hill View ready for Budget planning workshop.

- **Park Committee** no meeting

- **Fire Department**

L. Stephens presented the enclosed report.

- **DDA** no meeting

### **Correspondence**

**Public Comment** called for None

**Adjournment** 8:12 pm