

Melrose Township Board of Trustees
May 15, 2018 7:00pm

Call to order V. Goodwin 7:02pm

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

Public Hearing for the Melrose Township Parks and Recreation Plan 2018-2022

There were 17 members in the audience. Public comments were called for and presented.

Key questions and concerns.

- Inconsistent dates in report for years the plan covers. Need to edit
- Consider moving the Dog Park to a sooner action priority
- Questions about when and where meetings are held and where posted.
- Greater emphasis on ADA access and facilities.
- Questions about the village green space purchase were shared

Hearing closed at 7:30pm

Approval of Agenda

Motion to approve the agenda as presented.

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

Approval of minutes from previous meeting:

Minutes of April 10, 2018 regular meeting

Motion to approve the minutes of the regular board meeting on April 10, 2018 as presented.

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

Guest

- **G. Lasater** none
- **Laura Kowalke GM at Barrel Back share 4th of July Activities**
Shared a quick summary of the events planned on the Village Green for the 4th of July.
Mass gathering permit has been submitted to the Planning Commission and will be reviewed at the regular meeting on May21, 2018.

Old Business

- **Sewer Update –**
A. Nordman presented the May Sewer Report(See included report)
Has contacted the DNR regarding the Holmes Rd. property and what else needs to be done. Shared a request for sewer service up North Shore. E. Keiser presented her client’s need to be able to expand or replace their old cottage. Discussion continued. A possible connection request has also come from 3rd street. The cost estimate for extending the system is \$54,625.00. At this time the system does not have the funds to install this additional length. The best solution would be to recruit commitments from enough customers that will connect to cover the cost. The Township will mail a letter of invitation to connect to the property owners who are within the possible new line service area. The Walloon Lake Association can also help promote the opportunity to connect in their communications with members.
- **Water Update –**
Attorneys are talking. Request has been made for factual details.
- **Masters House property** no news
- **Waste Management Contract-**
Motion to approve the revised contract with Waste Management for 3 years.
Motion: S. Burr 2nd L. Stephens approved 5/0

New Business

- **Recreation Plan Resolution** Place on June agenda with the edits completed.
- **Joint meeting- Township Board, Planning Commission, Zoning Board of Appeals Schedule**
Motion to schedule a Special Board Meeting for May 21, 2018 at 6:30pm, to be a joint meeting with the Planning Commission, ZBA and the Board to discuss zoning issues.
Motion: V. Goodwin, 2nd P. Cotanche approved 5/0
- **Grounds Crew Position**
This will be a part time position, no benefits, hourly- wage to be determined with skills and experience. We can contact Michigan Works and post on social media to promote the opening.
- **Basket Ball Backboard replacement**
Motion to order 1 of the polycarbonate unbreakable back board for the Basketball court in the park.
Motion: L. Stephens, 2nd P. Cotanche approved 5/0
- **Gravel for Cemetery**
Discussion about needed Cemetery improvements. Request bids for Afton Stone for Cemetery Driveway improvements was supported.
- **Charlevoix County Community Foundation Grant**
Our grant request to purchase a Mobi matt for the Beach has been approved.
Public announcement is requested and reports are required.
- **Charlevoix County tax sale properties**
Discussion of land available.
Motion the Board purchase Parcel #010-009-004-00 on US 131 north of M 75 Junction, for tax due amount of \$9,835.80 from the Tax Sale, for the purpose of expanding recreation activities and functions.
Motion: L. Stephens, 2nd S. Burr approved 5/0
- **Carpet Bid for the Hall**
Motion to accept the Bid for new carpet in the Hall from Builders First Choice in the amount of \$10,449.66 (no sales tax).
Motion: S. Burr 2nd P. Cotanche approved 5/0
- **Policy for granting or removing Property Tax exemption**
Motion to approve the Policy language for Granting or Removing property tax exemptions.
Motion: V. Goodwin 2nd L. Stephens approved 5/0

Financial Report

- **General fund reports**
Motion to accept the financials as presented and pay all bills.
Motion: S. Burr 2nd P. Cotanche approved 5/0
- **Sewer fund reports**
Reports were presented and no bills due at this time.
Discussion of the Audit for the Sewer Fund. Options for the USDA required audit have been suggested by our CPA.

Zoning Administrators Report See included report

Assessors Report No report

Employee Grounds Report No report

Committee Reports

- **Planning Commission** No meeting in April Next meeting on May 21, 2018
- **Zoning Board of Appeals** No meeting
- **Road Committee**
Brining has begun.
The bids for Hillview road work were presented.
Motion to award the contract for the Hillview road work to Tri-County, the low bidder at \$161,934.50.
Motion: P. Cotanche 2nd S. Burr approved 5/0

Discussion about the condition of West St.. It has high traffic due to Boat Launch use, no sidewalk to Walloon Lake Inn, poor condition of the road. It is on the list of need to do. Will consider for possible 2019 project.

Motion to have streets in Clarion go out to bid.

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

- **Park Committee**

B. Johnson reported on the work going on in the park. Reported vandalism – the door on the men’s room has been kicked and damaged. Asking for bids to add aprons to the Pickle Ball Court, and have the sand areas of the park cleaned.

- **Fire Department**

L. Stephens shared the included report.

- **DDA**

B. Johnson

Will participate with the Car Show in Aug.

Have put up the crosswalk signs and watching effect.

Have requested more information about the US131 corridor project at their July 9 meeting. State inspection of the brick paver problem will happen and then order the fix.

Correspondence

Invite to WLA Grand Opening May 25, 2018

Public Comment Called for and none offered

Adjournment 9:44pm