

Melrose Township Board of Trustees Minutes
July 9, 2019 7:00pm draft 7/11/19

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

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

Excused Absent: P. Cotanche

Approval of the Agenda

Motion to approve the agenda as amended by adding under new business the resignation letter and the speed study request.

Motion : S. Burr 2nd L. Stephens 4/0 approved

Approval of minutes from previous meeting:

Minutes of June 11, 2019 Regular meeting

Motion to approve the minutes of the June 11, 2019 Regular Board Meeting as presented.

Motion: L. Stephens 2nd V. Goodwin 4/0 approved

Guest

- **G. Lasater** not present

Old Business

- **Sewer Update** – EGLE inspection has been done . We are doing good.
- **Water Update** – no news
- **Circle Park update**
Public Input session schedule 7/16/2019 reminded everyone it will be important to get attendance.
- **Park Ordinance Revision review draft** not back from attorney yet.
- **US131 & M75 intersection update** V. will be attending a joint meeting with MDOT on Aug 6 & 7 to see the options that MDOT has developed. Not a public meeting.
- **Transfer Station Commercial user procedures**
See included policy.
Motion to approve the Transfer Station Commercial User Policy as presented.
Motion: V. Goodwin 2nd S. Burr 4/0 approved
A letter will be provided to inform current commercial users of the new policy.
- **Full time office help**
Where are we with getting help in the office? Need to review the last revision to the job task.
There are multiple areas that need to be reviewed. A special Board Work session was proposed.
All agreed. The meeting is scheduled for July 23, 2019 7pm.
The purpose will be to review goals and focus for the Township.

New Business

- **Library Board Appointment**
Motion to approve the appointment of Debbie Riehl to the Crooked Tree District Library Board for a four year term beginning July 1, 2019 as recommended by the Library Board.
Motion: L. Stephens 2nd S. Burr 4/0 approved
- **Barrel Back on-premises license request**
Motion to approve the liquor license request from JLB Restaurant Holdings LLC.
Motion: V. Goodwin 2nd S. Burr
Roll call vote: L. Stephens-Y, S. Burr-Y, V. Goodwin-Y, R. Hissong Berry-Y. 4/0 approved
- **United Way use of the hall – governmental?**
Following discussion we concluded only governmental use is exempt from fees. All others , including nonprofits must pay the rental fee.

- **Cardboard Compactor**
Charlevoix County has contacted with the township for the cardboard compactor located at our transfer station as part of the recycling program. They want to get rid of it, or sell it to us.
V. Goodwin will contact G. Lasater to ask about options.
He has called American Waste to confirm the value of cardboard.
- **Flood Plain Ordinance**
Resolution Ordinance No. 2 of 2019 Flood Plain Insurance
See included resolution
Motion: L. Stephens 2nd S. Burr
Roll call vote: L. Stephens-Y, S. Burr-Y, V. Goodwin-Y, R. Hissong Berry-Y
Approved 4/0
- **Marihuana Issue** move to part of Planning Commission report
- **Resignation of P. Cotanche**
Phyllis Cotanche has submitted a letter of resignation due to health issues.
Motion to accept the resignation of P. Cotanche as a trustee of the Melrose Township Board.
Motion: L. Stephens 2nd S. Burr 4/0 approved
- **Speed Study request**
Resolution 2019-07-09-01 Speed Study Request
See included resolution.
Motion: V. Goodwin 2nd L. Stephens
Roll call vote: L. Stephens-Y, S. Burr-Y, V. Goodwin-Y, R. Hissong Berry-Y 4/0 approved

Financial Report

- **General fund reports** see included reports
Motion to accept the financials as presented and pay all bills.
Motion: S. Burr 2nd L. Stephens 4/0 approved
- **Sewer fund reports**
T. Mackie presented the included reports.
Motion to accept the sewer fund financials as presented and pay all bills.
Motion: S. Burr 2nd L. Stephens 4/0 approved

Zoning Administrators Report see included report

Assessors Report no report

Employee Grounds Report no report

Committee Reports

- **Planning Commission** July meeting has been canceled
While we did discuss this the Planning Commission had recommended opting out already.
- **Zoning Board of Appeals** Will be meeting on 7/24.
- **Road Committee**
E. Lee shared update on road conditions and projects.
Presented the bids for Fraley Rd. and Springbrook Rd. gravel work.
Motion to approve a contract with Elmer's Crane & Dozer for work on Springbrook Rd. and Fraley Rd. at the cost of \$190,422.00 as bid with the Charlevoix County Road Commission.
Motion: V. Goodwin 2nd L. Stephens 4/0 approved
- **Park Committee** see included report
- **Fire Department** L. Stephens presented the included report.
- **DDA** Next meeting is Aug. 6, 2019 see included report

Correspondence none

Public Comment called for- none offered

Adjournment 8:35 pm

Policy

Commercial Use of Transfer Station

Approved July 9, 2019

This Policy applies to

1.0 Businesses seeking to use the township transfer station as part of a trash hauling commercial business.

2.0 Concern for the safety, time use benefit, supervision, liability and record keeping of this activity results in the following policy:

- A written request should be submitted to the Township by completing a User Form.
- Commercial Users will be charged at the commercial rate set forth in the annual Fee Schedule of Melrose Township.
- Commercial Users will use the Transfer Station during the regular hours and days of operation.
- Commercial users will pay for the volume of trash disposed of by the end of each operation day. Failure to pay on time will result in no access to using the transfer station until paid.

Melrose Township Resolution 2019-07-09-01 Speed Study Request

Board Member V. Goodwin offered the following Resolution and moved for its adoption.

WHEREAS, traffic on M-75 North from the Melrose Township Park to the intersection of M75 North and US131 has steadily increased over the past years due to the development and growth of Walloon Lake Village, and

WHEREAS, this development has increased the number of access points to the state trunkline resulting in an increase in traffic congestion and the volume of turning traffic along the corridor, and

WHEREAS, it has become increasingly difficult for residents to negotiate left-hand turns, or move into and out of the flow of traffic safely due to the increased volume of traffic.

NOW, THEREFORE BE IT RESOLVED, the Melrose Township Board is formally requesting the Michigan Department of Transportation (MDOT) conduct a speed study on M-75 North from the Melrose Township Park to the M-75 North & US131 intersection. It is understood MDOT in cooperation with the Michigan State Police (MSP) will use engineering data gathered in the speed study to make a decision which could raise, lower, or maintain the current speed limit. It is further understood Melrose Township will abide by the decision made by MDOT and MSP as a result of this speed study.

Roll Call Vote: V. Goodwin-Y, S. Burr-Y, L. Stephens-Y, R.Hissong Berry-Y, P. Cotanche absent

Approved 4/0