

**Melrose Township Board of Trustees Approved minutes
August 10, 2021, 7:00pm**

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

Approval of the Agenda

Motion to amend the agenda by adding Fencing under new business and No Wake Issue under old business and approve as presented.

Motion: S. Burr 2nd D. Nowland approved 5/0

Approval of minutes from previous meeting:

Minutes of the July 13, 2021, Regular Meeting

Motion to approve the minutes of the July 13, 2021 Regular Melrose Township meeting as presented.

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

Guest –

Cyndi Nelson introduced herself as the new Walloon Lake Association liaison to the Township.

Old Business

- **Sewer Update –**

A. Nordman reported status of the system operation. Has resumed work on Lagoon system for Holmes Road.

- **Water Update –** nothing to report
- **Third Street –** move to new business
- **Parking on Township land Policy-** nothing to report
- **Cemetery Ordinance update-** nothing to report
- **Dam -** Inspection will happen next week
- **Library update**

Motion to accept resignation of Chris ~~Moran~~ **Voran** from the Crooked Tree District Library Board effective Aug. 10, 2021.

Motion: V. Goodwin 2nd M.P. Goldich approved 5/0

Motion to appoint ~~Lynn~~ **Lynne** Johnson to serve on the Crooked Tree District Library Board as a ~~representative~~ **representative** from Melrose Township, to complete the vacated position.

Motion: M.P. Goldich 2nd S. Burr approved 5/0at

Next Library Board meeting is August 11, 2021. They will be electing officers.

- **Mettler Lawsuit update -** nothing new
- **Telephone System**
S. Burr & M. Golovich investigated the proposed system and reported it would meet our needs. Quote is being revised and will be on the September Agenda.
- **Noise in the village issue**
A draft Noise Ordinance has been received from the Attorney and is available for review. Motion to hold a public hearing on the "Melrose Township Noise Ordinance of 2021" on September 14, 2021 at 6:00pm for the purpose of public input about the ordinance.
- **ARPA (American Rescue Plan)**
This is Federal dollars. We have completed the required forms on time. Estimated amount Melrose Township will receive is \$145,000. There are specific items that we can use these funds for, including sewer system work.
- **No Wake Zone on Walloon Lake**
Resort Township is currently not interested in supporting this. Without their involvement there is no reason for us to proceed.

New Business

- **Zoning Administration –**
Written agreement for services is not yet available. Continuing with temporary appointment.
- **Corner of Smith St. & Walloon St. lot**
The Township owns the corner lot and there is an existing building that is partially on this lot. The building is being worked on.
Our Attorney recommends that the lot be surveyed, and an easement proposal be written.
Motion to authorize the Township-owned lot at Smith St. & Walloon St. be surveyed and a draft easement be written.
Motion: D. Nowland 2nd S. Burr approved 5/0
- **Aerial imagery project with Char. Co.**
The West side of the Township has been photographed in 3-inch scale. The East side will be done in 6 Inch scale this fall. This project will update the County records.
- **Conflict of Interest Policy**
Motion to approve the Melrose Township Federal Procurement Conflict of Interest Policy as presented with nominal value set at \$40.
Motion: V. Goodwin 2nd S. Burr
Roll call vote: M.P. Goldich-Y, S. Burr-Y, V. Goodin-Y, D. Nowland-Y, R. Hissong Berry-Y
Approved 5/0
- **Third St. Road work Bids**
Bid summary was presented and reviewed.
Motion to approve the recommended bid for Third Steet improvement Phase I from Elmer's Crane and Dozer in the amount of \$109, 936.40, to be completed by Nov.1, 2021.
- **MDOT Governmental Resolution form 2207B**
Motion to approve the MDOT resolution 2207B, naming Performance Engineering as the engineers of record for Melrose Township.
Motion: V. Goodwin 2nd M.P. Goldich approved 5/0
- **Fence projects**
Motion to approve Fence work at the Cemetery for \$950 and the Transfer Station for \$4,600. to be done by Petoskey Fence.
Motion: D. Nowland 2nd S. Burr approved 5/0

Financial Report

- **General fund reports**
Motion to accept financials as presented and pay all bills
Motion: S. Burr 2nd D. Nowland approved 5/0
T. Mackie reported the Audit is in progress. We have been asked for more information than usual. Focusing a lot on the processes and procedures we follow. Expect a draft report by end of August and the Formal report to be on the September Regular Board Meeting agenda.
- **Sewer fund reports**
T. Mackie presented the report.
Motion to accept the Sewer Fund Financial Report as presented and pay all bills.
Motion: M. P. Goldich 2nd D. Nowland approved 5/0

Zoning Administrators Report see included report

Assessors Report The AMAR requirements are complete and approved by the State.

Employee Grounds Report no report

Committee Reports

- **Planning Commission** no meeting
- **Zoning Board of Appeals** met on July 14. Next meeting date has not been scheduled, but one is requested.
- **Road Committee** Old State Rd. is geared up with marking. Gravel roads need some work. Weather is causing issues.

- **Park Committee** nothing has changed this month.
- **Fire Department** see included report.
- **DDA** no meeting

Correspondence

Emmet County / County Recreation Plan for 2023-2027 seeking input from us as a neighboring community.

The Charlevoix County HHW event Flyer received and posted. Happening Aug. 27 & 28.

Public Comment called for

Support for work on North Shore due to many issues including injuries due to condition of the road.

Adjournment 8:37 pm

Minutes as corrected and approved 9/14/ 2021