

**Melrose Township Board of Trustees Approved minutes  
October 12, 2021 7:00pm**

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

Present: V. Goodwin, S. Burr, D. Nowland, R. Hissong Berry. Excused absence M.P. Goldich

**Approval of the Agenda**

Motion to amend the agenda to include the September 14, 2021 Special Meeting minutes and approve as amended.

Motion: S. Burr 2<sup>nd</sup> D. Nowland approved 4/0

**Approval of minutes from previous meeting:**

**Minutes of the September 14, 2021 Regular Meeting**

Motion to approve the minutes of the September 14, 2021 Regular Board Meeting as presented.

Motion: S. Burr 2<sup>nd</sup> D. Nowland. Approved 4/0

**Minutes of the September 14 2021 Special Meeting**

Motion to approve the minutes of the September 14, 2021 6:00pm Special Meeting as presented.

Motion: D. Nowland 2<sup>nd</sup> S. Burr. Approved 4/0

**Guest –**

**R. Jess Char. Co. Commissioner** - Not present

**Old Business**

- **Sewer Update** – Had to reapply for the AARP money to correct the address
- **Water Update** – no news
- **Third Street** - Phase I has begun
- **Parking on Township land Policy** - nothing done yet
- **Cemetery Ordinance update** - nothing done yet
- **Dam** - no formal report yet
- **Library update** - The Library Board has interviewed candidates for the Library Director Position.
- **Mettler Lawsuit update**  
Judge has recommended mediation. The Township Board must think about what we would want.  
Not due until March.
- **Noise in the village issue:**  
The Township Attorney needs Board direction on the Ordinance.  
Have Village businesses been contacted?  
Businesses have implemented quiet times for their events.  
What is amplified sound? Reasonable person rule of acceptable level? Quiet hours?  
November Agenda, Board will define what we want. Need balance between business and residents.

**New Business**

- **Zoning Administration –**  
**Written agreement for services** No plan to write one.  
Defined by law  
Put on November Agenda
- **Appointments: DDA and Planning Commission**  
Motion to appoint Bill Wehrenberg to serve on the DDA Board.  
Motion: V. Goodwin 2<sup>nd</sup> D. Nowland approved 4/0  
The Planning Commission has accepted the resignation of Robert Bourassa effective September 28, 2021 from the Planning Commission.  
Motion to appoint Julie Christy to the Melrose Township Planning Commission to complete the unexpired term of Bob Bourassa.  
Motion: V. Goodwin 2<sup>nd</sup> S. Burr approved 4/0

- **Transfer station electricity and porta john**

To improve working conditions at the transfer station.

Motion to approve electrical work bid to provide power to the shed for the price of \$3,284.84.

Motion: R. Hissong Berry 2<sup>nd</sup> D. Nowland approved 4/0

Motion to approve rental of a Port-a-john for the Transfer Station site.

Motion: D. Nowland 2<sup>nd</sup> S. Burr approved 4/0

## **Financial Report**

- **General fund reports**

Motion to accept the financials with correction for Dennis Howard's check and pay all bills.

Motion: S. Burr 2<sup>nd</sup> D. Nowland approved 4/0

- **Sewer fund reports**

T. Mackie presented the sewer report. We are at the midpoint for the year, our budgets and expenses are on track with budget.

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

Motion: S. Burr 2<sup>nd</sup> D. Nowland approved 4/0

**Zoning Administrators Report:** See included report- Permits issued in August and September were shared.

**Assessors Report** - no report

**Employee Grounds Report** - no report

## **Committee Reports**

- **Planning Commission**

V. Goodwin presented summary.

The commission discussed the Boyne City's land use proposal. The short-term rental issue has been introduced for discussion.

- **Zoning Board of Appeals** - No meeting

- **Road Committee**

E. Lee reported. Old State Road is done. Clarion Ave, a Charlevoix County Road Commission project, is also complete. Discussion with the CCRC. Engineer will begin preliminary work on North Shore.

Issues of drainage, the hills (topography), and width will contribute to higher cost and time it will take to complete.

Winsor St. concern- see letter in correspondence.

Boat Launch area problem with standing water after heavy rain. There is a drain that will need to be checked. The corner of Walloon St and Lee St. issues are causing this problem. Will contact the CCRC about solutions.

- **Park Committee**

The Park restroom building is almost complete

- **Fire Department**

L. Stephens presented the report.

The Charlevoix County Commissioners have voted to end the Township and City representation on the 911 Board in Charlevoix County. The county Fire Officer's organization has voted to not support any county millage for 911 in the future.

- **DDA**

Historical signage has been installed in the Circle Park area. Their next meeting will be October 27, 2021.

## **Correspondence**

Letter from Duane Kucharczyk attached.

**Public Comment** called for - none

**Adjournment at 8:23 pm**

September 27, 2021

ATTN: Bart Wangeman  
Melrose Township  
Planning Commission, Chair

After careful consideration, I hereby resign my position on the Melrose Township Planning Commission effective September 28, 2021.

I want to take this opportunity to thank all who mentored me in this position.

Sincerely,

A handwritten signature in blue ink that reads "Robert L Bourassa". The signature is written in a cursive style with a large, sweeping flourish at the end.

Robert L Bourassa

**From:** Duane Kucharzyk <gsduane@yahoo.com>  
**Sent:** Wednesday, October 6, 2021 11:43 AM  
**To:** Melrose  
**Subject:** Windsor Sewer Spillover  
**Attachments:** Sewer1.jpeg; Sewer2.jpeg

Good Afternoon Melrose Township Board,  
Please read this letter in to the minutes of the October 12, 2021 meeting.  
I have attached a couple of photos showing the spillover at the Windsor road sewer after the recent rain we had on October 3, 2021.

I want to make the Melrose Township Board aware of the flooding this causes.  
Pine needles, leaves and grass clippings wash down West Street and quickly block the sewer grate resulting in a massive spillover onto the properties located at 4131 and 4141 Windsor. I have personally gone out several times this year, during a rain storm, to rake debris off of the grate to try and minimize the flooding.

Once the rainwater has spilled over onto the grass, it takes 2-3 days for the water to subside and the area can remain soggy for up to a week.

Can anything being done to remediate this problem? Please advise.

Thank you.

Duane Kucharzyk  
4131 Windsor  
Wallon Lake

