

**Melrose Township Board of Trustees approved
December 13, 2022 7:00 pm**

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

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

Approval of the Agenda

Motion to approve the agenda as amended by adding personnel committee under old business.

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

Approval of minutes from previous meeting:

Minutes of the November 1, 2022 Regular Meeting

Motion to approve the minutes of the November 1, 2022 Regular Board Meeting as presented.

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

Guest – None

Old Business

- **Sewer Update – The** financials are into USDA.
Labor for doing the sewer billing and other records should be billed to the Sewer Fund and recorded in the General Fund as Miscellaneous income.
- **Water Update** no news
- **Cemetery Ordinance update**
Board has draft to review. Place on January agenda.
- **Smith Street Easement agreement** No news
- **T. Mackie replacement** Things are being resolved. Tom is often in to assist.
- **Circle Park**
M.P. Goldich reported that she had reviewed the application and talked with Ben Borish. He felt we barely missed the scoring round. Our weak area was the recreation plan and having no active park and recreation committee.
The Lake Association has clear scoring guidelines that would be applied to the concept of a joint purchase of the Circle Park Land. The appraised value of the land is important.
When the recreation plan is finished, the Township can decide upon the next step.
- **Plante Moran accounting**
Discussion of the kinds of services that will be needed. Depends on the total hours but estimate to be \$15,000 to \$20,000 range.
Motion to approve the agreement with Plante Moran to provide the accounting services as needed.
Motion: V. Goodwin 2nd D. Nowland approved 5/0
- **No Overnight parking sign proposal**
Discussion and consensus to accept the sign design with the sailboat for the signs.
- **Personnel Committee**
Motion to rescind the motion of October 11, 2022 that sunset the Personnel Committee.
Motion: M. P. Goldich 2nd R. Hissong Berry approved 5/0

New Business

- **Fire Department Policy**
Motion to approve the proposed Fire Department Policy presented for the payment schedule when training is completed by new members.
Motion S. Burr 2nd M. P. Goldich approved 5/0

Financial Report

- **General fund reports**
Motion to accept financial as presented and pay all bills.
Motion: M.P. Goldich 2nd S. Burr approved 5/0
- **Sewer fund reports** no report

Zoning Administrators Report see included report

Assessors Report There were no cases for the December Board of Review.

Employee Grounds Report

Trees have been cut down and removed from the Cemetery and Middle Street.

Committee Reports

- **Planning Commission** no meeting
- **Zoning Board of Appeals**
E. Lee reported that there have been 2 meetings. An approval of an application, and language change on the application and a meeting to approve the minutes. Questioned what happened to the items that were referred to the Planning Commission in July?
- **Road Committee**
Not much now.
- **Park Committee** no meeting
- **Fire Department**
See included reports for Oct. and Nov.
- **DDA** no meeting
- **Library Board**
M.P. Goldich reported they have implemented a no fine policy for late returns and are working on Policy and Procedures review.

Correspondence none

Public Comment called for none offered

Adjournment 7:55 pm