

Melrose Township Board of Trustees
April 11, 2023 7:00 pm

Call to order: 7:01 pm V. Goodwin

Approval of the Agenda

Motion to approve the agenda with the additions of Audit Letter of Engagement, Budget Amendment, and moving Monarch City up on the agenda.

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

Approval of minutes from previous meeting:

Minutes of the March 14 , 2023 Regular Meeting

Motion to approve the minutes of the March 14, 2023 Regular Board Meeting as presented.

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

Minutes of the March 15, 2023 Budget Workshop Meeting

Motion to approve the minutes of the March 15, 2023 Budget Workshop meeting as presented.

Motion: M.P. Goldich, 2nd D. Nowland approved 5/0

Minutes of the March 21, 2023 Budget Public Hearing

Motion to approve the minutes of the March 21, 2023 Budget Public Hearing as presented

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

Guest –

Connor Dennis- Boat Wash Station

Presented an update on the Boat wash station for the Boat Launch parking lot. Provided the drawing for the location on the site. And information about the future water unit. Reminded the Township would be paying for the Software annual fee \$1,100, adding to the insurance coverage and keeping the area clean.

Old Business

- **Sewer Update** – Performance Engineers has the plans for the route to lay the line from the pumping station to the Holms Road site and the electrical connections needed.
- **Water Update** –
- **Smith Street Easement agreement**
- **Circle Park**
- **Monarch City project**
Discussion of volunteer workers who want to do an Earth Day project work bee. The Township sites to be prepped for the Pollinator Gardens were reviewed. Ok to order the signs and build gardens.
- **Scrap metal handling**
The options currently received were reviewed and decided to put on May agenda.

New Business

- **Fraley Road Contract**
Motion to approve the Reith and Reilly Construction Company bid of \$60,915.00 to do Fraley Road.
Motion: M.P. Goldich, 2nd D. Nowland approved 5/0
- **Sidewalk Extension Contract**
Motion to approve the award of the sidewalk Extension Project to Matts Underground Utility in the amount of \$99,645.00.
Motion: S. Burr 2nd M.P. Goldich approved 5/0
- **Laptop and 2 monitors purchase**
Motion to Purchase 2 monitors and a laptop docking station as bid.
Motion: S. Burr 2nd M.P. Goldich approved 5/0
- **Firework permit application**
Motion to approve the fireworks proposal from Walloon Lake Holdings to use Great Lakes Fireworks LLC to provide the fireworks on July 2, 2023.
Motion: S. Burr 2nd D. Nowland approved 5/0

- **Liquor License Change**
Motion to recommend the approval of the Resolution for Boyne Valley Vineyards LLC license changes for the on premise Tasting Room.
Motion: M. P. Goldich, 2nd S. Burr
Roll call vote: M.P. Goldich-Y, S. Burr-Y, D. Nowland-Y, V. Goodwin-Y, R. H. Berry-Y
Approved 5/0
- **Newsletter Article information**
Will need article ideas and photos by mid-May.
Thoughts: Monarch city/ plantings, Boat launch, Library activities, County Road Millage benefits
- **Planning Commission Appointment**
Motion to appoint Doug Jenkins to serve on the Planning Commission to complete the unexpired term of Charlie Zimmerman.
Motion: M.P. Goldich 2nd S. Burr approved 5/0
- **Letter of Engagement**
Motion to approve the Letter of Engagement to perform the Township Audit from Gabridge and Company, PLC, auditing all funds for a fee of \$8,500.
Motion: M.P. Goldich 2nd S. Burr approved 5/0
- **Budget Amendment**
Motion to Amend the 2023/2024 budget by adding the missing deputy Treasurer line and placing on the salary schedule.
Motion: M.P. Goldich 2nd S. Burr approved 5/0

Financial Report

- **General fund reports**
Motion to accept the financial as presented and pay all bills.
Motion: S. Burr 2nd D. Nowland approved 5/0
- **Sewer fund reports**
Motion to accept the sewer fund financials as presented and pay all bills.
Motion: D. Nowland 2nd M. P. Goldich approved 5/0

Zoning Administrators Report see included report.

Assessors Report finished all the Board of Review work.

Employee Grounds Report

Committee Reports

- **Planning Commission** D. Nowland reported on the PC meeting activities.
- **Zoning Board of Appeals** No meeting
- **Road Committee**
E. Lee reported grading has started.
- **Park Committee** no report
- **Fire Department** see included report
- **DDA** meeting is set for April 19, 2023
- **Library Board**
The board has all members. National Library Week is April 23
- **Charlevoix County Road Millage**
Copy of the Report is in the office. Melrose Township has had many roads improved.

Correspondence

Consumers Energy is trimming lines in our area.

Gary Allen submitted a letter inquiring about interest in a trail between Boyne Falls and Walloon.

Public Comment called for- none

Adjournment 8:34 pm