

**Melrose Township Board of Trustees draft minutes  
May 9, 2023 7:00 pm draft 05/2/23**

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

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

**Approval of the Agenda**

Motion to amend the agenda by adding budget adjustments in Fire Op and Ambulance Funds and Carpet cleaning under new business, then approved as amended.

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

**Approval of minutes from previous meeting:**

**Minutes of the April 11, 2023 Regular Board Meeting**

Motion to approve the minutes of the April 11, 2023 Regular Board Meeting as presented.

Motion: M. P. Goldich 2<sup>nd</sup> S. Nowland approved 5/0

**Guest** – None

**Old Business**

- **Sewer Update** –  
Motion to approve the sewer extension pipeline boring to go out to bid.  
Motion: D. Nowland 2<sup>nd</sup> M.P. Goldich approved 5/0
- **Water Update** – no news
- **Smith Street Easement agreement** – no news
- **Circle Park** no news
- **Monarch City project** membership is paid and signs have been ordered
- **Scrap metal handling**  
Motion to hire A&L Iron Metal to provide scrap metal recycling on the effective date June 1, 2023.  
Motion: D. Nowland 2<sup>nd</sup> S. Burr approved 5/0
- **Boat Wash Station Unit** is on order expect installation by early June.  
Letter of understanding needs adjustments in damage language

**New Business**

- **Road Contract First, Third and Whitfield View Paving**  
Motion to accept the bid for \$290,102.95 from Tri-County Excavating, LLC for First, Third, and Whitfield View paving.  
Motion: M.P. Goldich 2<sup>nd</sup> S. Burr approved 5/0
- **Flywheeler Mass Gathering Permit**  
Motion to approve the mass gathering permit for the Flywheelers Event.  
Motion: M.P. Goldich 2<sup>nd</sup> S. Burr approved 5/0
- **Liquor License change**  
The General Store license with the address change has been approved by the State Liquor Commission
- **Sewer Ordinance update**  
Need to define the point that payments start. Options: when tap is set or when connected to the system.  
Put on June agenda.
- **Charlevoix County Recreation Funds approved.**  
Grant has been approved. Okay to order.
- **Budget Adjustments**  
Motion to amend the Fire Operating Fund. budget by increasing Capital Expenditure to \$70,000 and the Ambulance Fund budget by increasing Ambulance Contracts to \$40,000.  
Motion: S. Burr 2<sup>nd</sup> D. Nowland approved 5/0
- **Carpet Cleaning**  
Motion to approve the bid from Serve Pro for the carpet and Kitchen Tile floor cleaning in the hall.  
Motion: S. Burr 2<sup>nd</sup> D. Nowland approved 5/0

## **Financial Report**

- **General fund reports**

Motion to accept the General Fund financial reports as presented and pay all bills.

Motion: D. Nowland 2<sup>nd</sup> M.P. Goldich approved 5/0

- **Sewer fund reports**

Motion to accept the Sewer Fund financial reports as presented and pay all bills.

Motion: M. P. Goldich 2<sup>nd</sup> D. Nowland approved 5/0

**Zoning Administrators Report** see provided report

**Assessors Report** computer crashed is back up and running. Working on the AMAR property inspections.

**Employee Grounds Report** None

## **Committee Reports**

- **Planning Commission** see provided report

- **Zoning Board of Appeals** no meeting

- **Road Committee**

E. Lee reported grading has begun. The brine start date has not been set.

- **Park Committee**

- **Fire Department** see provided report

- **DDA**

Next meeting is May 24, 2023 at 5 pm

Working on the sidewalk extension, Gazebo replacement, and board walk along the river.

- **Library Board**

Meeting on May 10, 2023.

## **Correspondence**

Household Hazardous Waste is scheduled by Charlevoix County on June 9 & 10

## **Public Comment**

J & J Hutchinson thanked the Township for the tree removal on the alley and asked about the stump grinding.

Also asked about an abandoned house in the area.

**Adjournment** 8:15 pm