

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

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

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

Approval of the Agenda

Motion to approve the agenda as presented.

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

Approval of minutes from previous meeting:

Minutes of the June 13, 2023 Regular Board Meeting

Motion to approve the minutes of the June 13, 2023 Regular Board Meeting as presented.

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

Guest – Aaron Nordman from Performance Engineering not present

Old Business

- **Sewer Update**

Plans for the forced main to Holmes Road should be ready to go to bid in August.

- **Water Update** no news

- **Smith Street Easement agreement** no news

- **Sewer Ordinance revision**

Discussion

Motion to define connection in the Sewer Ordinance as made when a tap-in is installed at the property line.

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

- **Audit prep update & year-end adjustments**

Clerk shared the volume of work that has been required

New Business

- **Mass Gathering Permit – Triathlon**

Motion to approve the Triathlon mass gathering permit as the Planning Commission recommended.

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

- **Library Board appointment**

Motion to appoint D. Hinkley to serve a 4 year term on the Crooked Tree District Library Board effective July 1, 2023.

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

- **Policy on Bill paying**

Reviewed ideas. Place on August agenda

- **Board of Review meeting**

Board of Review will meet on July 19, 2023.

- **Holiday compensation for maintenance employees**

Discussion put on August agenda.

- **Second draw request – sidewalks**

Motion to approve the 2nd draw to Matts Underground for \$35, 579.92.

Motion: V. Goodwin 2nd D. Nowland approved 5/0

- **Authorize bank signer**

Motion to authorize the office staff person to be a signer on the bank accounts

Motion: R.H. Berry 2nd M.P. Goldich approved 5/0

Financial Report

- **General fund reports**

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

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

- **Sewer fund reports** no report

Zoning Administrators Report see included report

Assessors Report Board of Review meeting scheduled

Employee Grounds Report no report

Committee Reports

- **Planning Commission** D. Nowland presented report summary

- **Zoning Board of Appeals** no meeting

- **Road Committee** E. Lee reported the Road Commission is working on grooming of road sides.

- **Park Committee** no report

- **Fire Department** see included report

- **DDA** no meeting

- **Library Board** summer programs are running. See the website for more information.

Correspondence

Lofts of Walloon- spot for overflow parking is area being worked upon

Public Comment Called for none offered

Adjournment 8:40 pm