

**Melrose Township Board of Trustees draft minutes  
September 12 , 2023 7:00pm draft 09/19/23**

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

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

**Approval of the Agenda**

Motion to amend the agenda by adding Dropbox installation and Fuel Center Account and approve as amended.

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

**Approval of minutes from previous meeting:**

**Minutes of the August 8, 2023 Regular Board Meeting**

Motion to approve the minutes of the August 8, 2023, regular board meeting as presented.

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

**Guest** – The WLAC reported that the Boat Wash station has been used 374 time so far this summer.

**Old Business**

- **Sewer Update** Intend to apply for funds for the sewer system expansion from the State.  
An idea to think about in the future is offering financing for sewer connections that could include the whole residential system. How this could be done and how to qualify?
- **Water Update** no news
- **Smith Street Easement agreement** no news
- **Sewer Ordinance revision**  
Motion to amend the sewer ordinance Section 1 Article 1 definition of “Connection”  
Motion: S. Burr 2<sup>nd</sup> D. Nowland  
Roll call vote: M.P. Goldich – Y, S. Burr-Y, D. Nowland-Y, V. Goodwin-Y, R.Hissong Berry-Y  
Approved 5/0
- **Sidewalk project**  
The sidewalk is completed up to the Junction Inn. The final area to be completed in conjunction with the parking area the business is doing this fall.  
Motion to approve the payment of \$15,577.09 to Matts Underground as recommended by Performance Engineering and to forgo the liquidated damages.  
Motion: V. Goodwin 2<sup>nd</sup> R. Hissong Berry  
Roll call vote:  
D. Nowland-Y, S. Burr-Y, M.P. Goldich-N, V. Goodwin-Y, R. Hissong Berry-Y  
Approved 4/1

**New Business**

- **Beckett & Raeder Professional Services Agreement**  
Motion to approve the agreement to provide zoning services for 2023- March of 2024 year from Beckett & Raeder.  
Motion: S. Burr 2<sup>nd</sup> D. Nowland approved 5/0
- **Walloon Lake Village Summit invite**  
Invitation to attend was shared
- **Audit- Management letter**  
Motion to sign the Audit Management letter as presented.  
Motion: V. Goodwin 2<sup>nd</sup> M.P. Goldich approved 5/0
- **Garage doors**  
Motion to approve the purchase and installation of 3 new garage doors for the price of \$20,500.00 from Bulldog Garage Doors, Motion: M.P. Goldich 2<sup>nd</sup> D. Nowland approved 5/0
- **Drop Box Installation**  
Discussion- get bids to install and put on Oct. agenda

- **Fuel Center**  
Discussion. Agreement to open an account for all township vehicles.

### **Financial Report**

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

**Zoning Administrators Report** see included report

**Assessors Report** no news

**Employee Grounds Report** no news

### **Committee Reports**

- **Planning Commission** D. Nowland reported the draft of the Park and Recreation plan is being reviewed
- **Zoning Board of Appeals** no meeting
- **Road Committee**  
Gravel work is done. Third and First street work is underway.
- **Park Committee** no report
- **Fire Department** see included report
- **DDA** no meeting
- **Library Board** meeting on Wednesday

### **Correspondence**

**Public Comment called for:** Questions about the Springvale Road tiny house issue Process and procedures were explained.

**Adjournment 8:17 pm**