

**January 25, 2016, Merrill Township Regular Board Meeting**

Merrill Township Community Complex, 1585 West 11 Mile Road, Bitely, Michigan 49309

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1. Call to order Baldwin called the meeting to order at 7:05.
2. Pledge to Flag Jackson led the Pledge of Allegiance.
3. Prayer Baldwin offered opening prayer.
4. Roll call All Board members were present: Supervisor Barry Baldwin, Clerk Marilyn Pembrook, Treasurer Debra Fisher, Trustee Frank Jackson, and Trustee Gene Fisher.
5. Approval of meeting agenda **G. Fisher moved, seconded by Jackson, to approve the meeting agenda as presented plus the addition of "Budget Amendment." Ayes all; motion carried.**

Budget Amendment **Gene Fisher moved, Frank Jackson seconded, that**

**WHEREAS, the Merrill Township General Appropriations Act, 2015-2016, Section 13: Budget Monitoring, states, "Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.**

**WHEREAS, The Chief Administrative Officer has presented the following proposed changes to the budget to the Board regarding the 2015-2016 expenditures.**

**In the General Fund, transfer \$1,000 from Contingency, account number 101-000-998, to Cemetery, Grounds Maintenance, account number 101-276-808.**

**NOW, THEREFORE, BE IT RESOLVED** that the proposed budget amendment be adopted. Upon roll call vote the following voted "aye": **Gene Fisher, Marilyn Pembrook, Barry Baldwin, Debra Fisher, and Frank Jackson**; "nay": none. The Supervisor declared the resolution carried.

6. Approval of consent agenda **G. Fisher moved, seconded by Jackson, to approve the consent agenda. Ayes all; motion carried.**
- a. Approval of December 21, 2015, board minutes
  - b. Receive correspondence (no board action required) – Department of Licensing & Regulatory Affairs, Public Service Commission
  - c. Approval to pay bills: checks #14556 - 14584, plus payroll direct deposits #105 - 108, general account, total \$9,441.51; and checks #3187 - 3192, Transfer Station account, total \$5,384.44.
7. Lilley Twp. Fire Department report Pembroke read the January, 2016 report (copy filed).
8. Zoning Administrator's report No report was received.
9. Supervisor's report Baldwin reported on the following:
- Drove both Jerome and 31<sup>st</sup> Ave. Regard 31<sup>st</sup>, the road passes through a wet area. Regarding 31<sup>st</sup>, Kelly Smith said that not much can be done at this time of year, but will study in the spring, with possibly some new ditching plus perhaps more gravel and crowning of the road. Regarding Jerome Avenue, Kelly noted that the north portion runs through private property, and also that Jerome is a seasonal road and not legally open from November through April. Kelly will check on what can be done to improve the road if possible.
  - Road Commission has been keeping the area plowed around the fire hydrant in the park.
  - A person doing community service may do some necessary work on the ceiling in one of the bathrooms.
  - Conversation with the Zoning Administrator regarding people who will need assistance with issues in yards during the clean-up week, and that he is also receiving suggestions for blight removal projects.
  - Had a call from Norwich Township inquiring about the installation of our fire hydrant in the park.
  - The new contract with Republic Waste should save about \$3,000 to \$4,000.
10. Clerk's report Pembroke reported that several Planning Commission terms have, or will, expire, and need to be addressed at next month's meeting, and that W-2s will be sent out this week. She also noted there is an option to have Board members Email addresses listed in the new County directory, however, no action was taken to do this.
11. Treasurer's report The Board received the December 31, 2015, written report (copy filed). Cash balances: general fund, \$140,944.66; road fund, \$238,734.52; fire fund, \$41,713.35; and transfer station fund, \$43,570.85. D. Fisher reported that Jeff Case, from Independent Bank, will attend next month's meeting to explain bank charges we pay for online tax collection.
12. Planning Commission report G. Fisher reported that this year's Planning Commission meetings will be held on the second Thursday of each month at 7:00 p.m. He also noted that this month's meeting was an organizational meeting. He requested feedback on the issue of whether to allow camping throughout the Township. Board comments were unanimously in favor of allowing people to continue to camp on their property as in the past.

13. Public comment There was input and discussion regarding Jerome Avenue, as it is a shortcut to Nichols Lake residences, saving emergency vehicles 10 minutes. It was noted that GPS routing doesn't work well in this area. The Road Commission is studying how to route the road to avoid going through private property. There was also discussion regarding funding of improving the road.
14. Correspondence, board action required None presented.
15. Old business 2016 meeting dates Pembroke noted that a resolution was necessary to establish Board meeting dates.

**The Merrill Township Board hereby resolves, according to provisions of MCL 1.72a(1), that the Merrill Township Regular Board Meetings for 2016 be held on the third Monday of each month at 7:00 P.M., excepting in August, when the regular meeting (including the Transfer Station public hearing) will be held on the fourth Thursday of the month as follows: January 18, February 15, March 21, April 18, May 16, June 20, July 18, August 25, September 19, October 17, November 21, and December 19.**

**The foregoing resolution offered by Frank Jackson. Second offered by Gene Fisher. Upon roll call vote the following voted "aye": Gene Fisher, Marilyn Pembroke, Barry Baldwin, Debra Fisher, and Frank Jackson; "nay": none. The Supervisor declared the resolution adopted.**

16. New Business
  - a. 2016 Newsletter Pembroke stated that the s newsletter is due to N.C. by February 1. **Jackson moved, seconded by G. Fisher to approve an expenditure to Staples for the printing of the 2016 Merrill Township News that will be included with the Newaygo County Change of Assessment Notice mailing. Ayes all; motion carried**
  - b. 2016 Transfer Station summer and winter hours and dates **D. Fisher moved, seconded by Pembroke, that the T.S. hours remain the same as this current year: Sunday, Wednesday, and Saturday from 9:00 a.m. to 5:00 p.m., and will also be open from 9:00 a.m. to 5:00 p.m. on Memorial Day, July 4, and Labor Day. December through March, the T.S. will be open Sundays from 12:00 noon to 5:00 p.m. and Wednesdays and Saturdays from 9:00 a.m. to 2:00 p.m. Ayes all; motion carried.**
  - c. 2016 Board of Review
    - 1) **Poverty exemption Jackson moved, seconded by G. Fisher, that the Merrill Township Board of Review Policies and Guidelines for Poverty Exemptions for 2016 be approved. Ayes all; motion carried.**
    - 2) Training class **Jackson moved, seconded by G. Fisher, that payment for the registrations and reimbursement for mileage for the members of the Board of Review be approved for the, Board of Review School, February 4, 2015, held by the Oceana County Chapter MTA. Ayes all; motion carried.**

- d. Annual Township clean-up dates **G. Fisher moved, seconded by Jackson, that the 2016 Annual Township Cleanup be May 22 – 30. Ayes all; motion carried.**
  - e. Darryl Cosby request for the following: new parcel and remainder parcel to be approved. **Jackson moved, seconded by G. Fisher, that the proposed split and combination as shown and described on the Certificate of Survey completed by Surveyor Patrick N. Johnson and presented to the Board, be approved if the Merrill Township Assessor also reviews and approves the split/combination. The following voted aye: Gene Fisher, Barry Baldwin, Debra Fisher, and Frank Jackson; nay: Marilyn Pembroke; motion carried.**
17. Public comment none received. Jackson questioned the need for two times of public comment in the board meetings. Baldwin noted that Lilley Township has their public comment at the beginning of their Board meetings and then responds at the next Board meeting. **Jackson moved, seconded by G. Fisher, that there be only one public comment time: following the planning commission report, for public comment on the Board meeting agenda. Ayes: 5, nay: 1 (Pembroke). Motion carried.**
18. Adjourn Baldwin adjourned the meeting at 8:23 p.m.

Marilyn L. Pembroke, Clerk