

Merrill Township Board Meeting Minutes

Draft

March 17, 2025, 7:00 P.M.

1. Call to order @ 7.09 pm
2. Pledge of Allegiance
3. Prayer completed by Dave
4. Roll call: Tabatha-present, Harold-present, Dave-present, Bonnie-present, Pete-present
5. Public Comment for agenda only (3 minutes per person) No comments
6. Approval of meeting agenda with adding to supervisor report staff needed at hall, transfer station assistant, community grants, activities appointment, and under new business annual meeting recommendations. Tabatha made the motion to approve agenda with the changes, Seconded by Dave. All in favor. Motion passed
7. Approval of consent agenda
 - a. Approval of December 16, 2024board minutes, February 3, 2025 special meeting minutes, & February 20, 2025 special meeting minutes.
 - b. Approval to pay bills: from 12/17/24-3/17/25general account, total\$96,213.34, (58,575.94 placed in wrong account, would be deducted from total) Transfer Station account, total\$11,665.41.

Harold made the motion to approve the consent agenda, Tabatha Seconded. All in favor.
Motion passed

8. Lilley Township Fire Department report-Pete read Dec. & Feb. fire reports.
9. Library Report-Sue Redding-No report has been out of town the past couple of months.
10. Children's Day-Sue Redding-Looking for people to volunteer and help with donations.
11. Zoning Report-Jeff stated that Chuck and he are in the transition phase, which will be completed soon. He has issues 3 camping permits and 3 zoning permits this year. He has spoke with Clark Smith about the money due to the township and he said he plans on paying it soon. Dave asked Jeff if he thought that more hours were needed for the zoning administrator, and Jeff stated of course if the budget can support it. Discussed paying the zoning administrator a salary instead of hourly pay, Chuck will look into it to see if it is something he can do and report it to the board at the next board meeting. Clean up day is going to be May 3, 2025.
12. Trustee's report
 - a. Dave-internet at hall, he is researching it and looking into the most cost effective, will have update next meeting.

- b.** Harold-ZBA, the ZBA had the annual meeting and assigned chair person and person to take minutes, he said he thought that three people were interested in the ZBA openings.

13. Supervisor's report

- a.** Supervisor wants to add another maintenance person, discussed the position and we currently have two maintenance men, but one has left the state and Pete does not know when he will be returning, he has done this once before. The board decided to end his employment, because he is not available and did not fill out any paperwork for the leave of absence. The board discussed posting the position in the newspaper. Bonnie made a motion to replace the position, Dave seconded. All in favor. Motion passed. Tabatha made a motion to put an ad in the paper for the position with an ending date of 4/18/25. Harold seconded. All in Favor. Motion passed.
- b.** The supervisor would like to add another assistant to the transfer station. The board discussed this and Pete will look at the budget to see if this is possible and bring a job description for a transfer station assistant to the board the next board meeting.
- c.** Pete asked if the board would approve the use of the building for a community grants committee. Tabatha made the motion to approve, Dave seconded. All in Favor. Motion passed.
- d.** Pete wants Sue Redding to turn her children's day into an events committee, adding more events throughout the year, and he would like the board's approval for use of the building for their meetings and the events. The board discussed as long as it doesn't interfere with rentals, meetings, or elections. Tabatha made the motion to approve, Bonnie seconded. All in favor. Motion passed.

14. Clerk's report

- a.** Election, the clerk report that we will be having an election in May for White cloud school district. Harold asked if absentee ballots were still happening, yes they are and early voting is not going to happen with school elections.

15. Treasurer's report

- a.** Lots for sale by resident, Bonnie asked for clarification if tax payers asked her about selling properties, the board instructed her to tell people that they would need to contact a realtor; the board has nothing to do with this.
- b.** It was a busy tax season and the tax collection has been closed with the county.

16. New Business

- a.** Follow up on purchases approved in December 2024 board meeting. The fence has not been repaired at the transfer station, it will get ordered as soon as possible. The toilet has been fixed and does not need to be replaced at the transfer station. Pete stated that the kitchen update has been ordered, but there was conflict with past payments. Clerk will provide him with invoices paid tonight, so he can address with them.
- b.** Follow up on status of ARPA funds status. Discussed getting the parking lot, entry ramp, and roof scheduled as soon as possible. Pete will contact businesses providing the services.
- c.** Assessor Contract/Agreement- Tabatha made the motion to approve the new contract agreement, Bonnie seconded. All in favor. Motion passed.
- d.** Brining Bid- Tabatha made the motion to accept the brining bid, Dave seconded. All in favor. Motion passed.
- e.** Tire Clean up- County will not take tires from the transfer station anymore. They will take 10 tires per resident. Discussion was made about American Classic taking the tires, Pete will contact them and discuss.
- f.** 2025-2026 Meeting Dates- Meeting dates were scheduled every month. Tabatha made the motion to approve, Dave seconded. All in favor. Motion passed.
- g.** Planning Commission board liaison appointment- Pete the trustees who would like to be the liaison to the planning commission. Harold stated he was already the liaison for the ZBA. Dave agreed to be the liaison. Bonnie made the motion for Dave to be the liaison for the planning commission. Harold seconded. Dave abstained. All in favor. Motion passed.
- h.** Planning Commission positions-Pete brought people who were interested in the planning commission, reviewed the interested parties. Randy Fulton stated he would make it easy for Pete and withdrawal his interest. Tabatha made the motion to add Venola Walton-Staniel to the planning commission. Bonnie seconded. Roll call vote. Pete-yes, Harold-yes, Dave-yes, Bonnie-yes, Tabatha-yes. Motion passed. Bonnie made the motion to add Joe Cook to the planning commission, Dave seconded. Roll call vote. Dave-yes, Bonnie-yes, Harold-yes, Pete-yes. Tabatha –no. Motion passed.
- i.** Board of Review positions-no recommendations by the board, will continue to look for candidates.

- j.** ZBA positions- Reviewed candidate. Tabatha made the motion to add Kathy Fulton to the ZBA, Bonnie seconded. All in favor. Motion passed. Still need another candidate, will continue to look for candidates.
- k.** Budget Went over, discussed putting the notice of budget hearing and having a special meeting on March 31st. Ad to be put in the paper was read to the board. Tabatha made the motion to put the ad in that paper and schedule a budget hearing and special meeting for the approval of the budget on March 31st at 6pm. Bonnie seconded. Roll call vote. Bonnie-yes, Dave-yes, Harold-yes, Pete-yes, Tabatha-yes. Motion passed.
- l.** Transfer station status- discussed Dave continuing being involved in the transfer station. Tabatha made the motion to have Pete and Dave co-roll being in charge of the transfer station. Bonnie seconded. All in favor, motion passed.
- m.** Wages for Transfer Station, Maintenance, Zoning Administrator, & Deputies- Discussion of increasing wages, because of the increase in minimum wage. Pete will look at the budget and see if this would be possible and discuss it at the next board meeting.
- n.** Recommendations from the annual meeting. Update the electrical system to install a generator and automated transfer switch. Open the transfer station on May 26th. Enhance communication such as automated township notices and changes to the website. Improve the township notice board out front. Improve the basketball court and playground. Chuck also recommended that the volunteer committees pick their own people.
- o.** Judy Morris thanked the board for allowing the church to use the parking lot for food donations every third Wed., the board stated that she was able to use the parking lot for this event for as long as she wants.

17. Public Comment (3 Minutes per person)

Ford Redding would like the board to approve space to store durable equipment that can be used by the public.

Joe Cook, recommended that we replace the roof prior to paving the driveway, so that the driveway does not get messed up by the roofing company.

- 18. Adjourn-**Tabatha made the motion to adjourn at 9:47pm, Dave Seconded. All in favor. Motion passed.