

## **Merrill Township Special Board Meeting Agenda**

**March 20, 2023, 7:00 P.M.**

1. Meeting called to order by supervisor at 7:00 P.M.
2. Pledge of Allegiance lead by Mr. Peter Morgan.
3. Prayer given by Ms. Debra Fisher
4. Roll call: Mr. Peter Morgan, Supervisor – Present, Ms. Venola-Walton-Stanciel, Trustee – Present, Ms. Tabatha Glezman, Clerk – Present, Ms. Debra Fisher, Treasurer – Present, Mr. Harold Yancy, Trustee – Absent.  
Guest: 6 Public in attendance
5. Approval of Agenda: motion made by Ms. Tabatha Glezman with recommended changes and seconded by Ms. Debra Fisher.
6. Approval of Consent Agenda: motion made by Ms. Tabatha Glezman, and seconded by Ms. Venola-Walton-Stanciel and the motion passed.
  - a. Approval of February 13, 2023 board minutes
  - b. Approval to pay bills: from 2/14/22-3/20/23 general account, total \$10,872.19, transfer station account, total \$4,028.91
7. Public Comment (3 minutes per person):  
None Given
8. Lilley Township Fire Department report: For Merrill Township, three calls,
  - a. one vehicle fire,
  - b. truck vs. building
  - c. power lines.
9. Library Report: Update provided by Sue Redding. There will be a pig roast fundraiser on July 7<sup>th</sup>. Cost per ticket is \$10. A pig was donated for the event and \$6,100 in donations has been received for the new library. The library needs \$4.3 million to build a new library and their plan is to fund-raise money before reaching out for grants.
10. Zoning report: Zoning administrator was present and gave his report.
  - a. Two variances
  - b. One land division request
  - c. Two planning commission involvements
  - d. Three land use permits sold
  - e. No camping permits for February
  - f. Eight clean-up projects currently going on
11. Supervisors Report:

- a. Transfer station: will start receiving cut up tires the first Saturday of each month, from 9:00 to 5:00 p.m., starting April 1. This will take place once a month (the 1<sup>st</sup> Saturday of each month). Also need to hire an extra attendant to manage this process each Saturday. The transfer station will not accept any BUSINESS tires, home owners only.
  - b. Community activities: First event is scheduled for June 30<sup>th</sup>. Contact Mr. Morgan for more details. Volunteers are needed. Registration is required.
  - c. Phone options: Mr. Morgan has been investigating phone options again for the township. He will keep the board posted to his progress.
  - d. Annual Meeting: The annual meeting took place tonight and only 5 residents showed up beside several board members. A motion was made to cancel the annual meeting due to lack of participation. Mr. Morgan will confirm if this can be done or not.
12. Clerk Report: Nothing at this time.
13. Treasurer's Report: Taxes have been completed for year ending 2022. Any further taxes received will need to be paid to Newaygo County Treasurers office. The treasurers reports for January and February are included in the handouts. There were no questions.
14. New Business
- A. Annual Meeting: was discussed under the supervisor's report.
  - B. 2022-2023 Budget Adjustments
    - a. These were reviewed by Ms. Tabatha Glezman to the board.
      - Ms. Debra Fisher motioned to approve these changes and Ms. Tabatha Glezman seconded the motion, the motion passed.
  - C. 2023-2024 Budget
    - a. Ms. Tabatha Glezman reviewed these with the board and the board approved the budget for 2023-24.
      - Ms. Tabatha Glezman motioned the approval for the new 2023-24 budget and Ms. Debra Fisher seconded the motion, the motion passed.
  - D. 2023-2024 Board Meeting Dates: The new board meeting dates are noted below. They are approved by the board. Ms. Debra Fisher motioned and Ms. Tabatha Glezman seconded the motion, the motion passed.
    - a. June 12, 2023,
    - b. September 18, 2023,
    - c. December 18, 2023 and
    - d. March 18, 2024

- E. Township Fees: The board reviewed Merrill Townships General Fees and a few were updated to accommodate material increases and time involved.
- a. Zoning Ordinance fee has increased from \$10 to \$30
  - b. Master Plan printing fee has increased from \$17 to \$30
  - c. Regular land use permit has increased from \$20 to \$30
  - d. After work begins land use permit fee has increased from \$40 to \$100
  - e. Camping permit fee has increased from \$30 annual to \$50 yearly, with discussion of another increase in the future.
  - f. Land Division Combination fee increased from \$20 to \$30
  - g. Civil Offence fee will be \$100 first offense, \$250 second offense, \$500 third offense and \$1,000 for fourth offense.
  - h. To call a special meeting of the planning commission, the fee increased from \$125 to \$275
- The board approved the updates noted above. Ms. Tabatha Glezman motioned the approval and Ms. Venola Walton-Stanci seconded the motion, the motion passed.
- F. Website: Ms. Debra Fisher will continue to maintain the website at a fee of \$400 yearly. The board approved this change. Ms. Tabatha Glezman motioned and Ms. Venola Walton-Stanci seconded the motion, Ms. Debra Fisher – sustained, the motion passed.
- G. Treasurer resolution: starting April 1, 23, treasurer yearly salary will be \$8,700 this is without the website fee. Ms. Tabatha Glezman motioned the change and Ms. Venola Walton-Stanci seconded the motion, Ms. Debra Fisher – sustained, the motion passed.
- H. Lawn mowing: A request for bids for lawn mowing will be placed in the paper for four sites. The cemetery, transfer station, park and the township hall. Ms. Tabatha Glezman made the motion and Ms. Venola Walton-Stanci seconded the motion. All in favor, the motion carried.
- I. A resident requested to rent the townships chairs for an event. The board discussed the ramifications of renting them out. They are not folding chairs and they are heavy to transport so the risk of damage is much greater. The board made the decision to not rent the chairs out. Motion made by Ms. Tabatha Glezman and seconded by Ms. Venola Walton-Stanci. All in favor, the motion carried.
- J. Tree cutting for the cemetery: a request for bids to cut 7 to 8 trees in the cemetery will be placed in the paper. The board is looking for a licensed and insured cutter. Motion made by Ms. Tabatha Glezman and seconded by Ms. Debra Fisher. All in favor, the motion carried.
15. Adjourn: Motion made by Ms. Tabatha Glezman to adjourn the meeting and seconded by Ms. Venola Walton-Stanci. All in favor, the motion carried. Meeting adjourned at 8:12 PM.