

## **Merrill Township Board Meeting Minutes**

**(Draft)**

**May 19, 2025, 7:00 P.M.**

1. Call to order 7:06 pm
2. Pledge of Allegiance – Pete Morgan
3. Prayer by Dave Miedema
4. Roll call Pete Morgan-Present, Dave Miedema-Present, Harold Yancy-Present, Tabatha Glezman-Present, Bonnie St. Amour-Present
5. Public Comment for agenda only (3 minutes per person) No comments
6. Approval of meeting agenda- Tabatha made motion to approve, Dave seconded. All in favor, Motion passed.
7. Approval of consent agenda- Harold made a motion to approve, Bonnie seconded. All in favor, motion passed.
  - a. Approval of April 21, 2025 board meeting minutes.
  - b. Approval to pay bills: from 4/22/25-5/19/25 General Account, total \$13,076.90.  
Transfer Station Account, total \$6,146.51.
8. Lilley Township Fire Department report-supervisor went over report; Merrill had one report for downed power line. Dave has question about fire report, has a building that we own and is their better ways to utilize our buildings. Pete asked if we could stage some of the equipment to assist with the costs, he said it is in the fire chiefs' hands. Discussed potentially getting medical services back. Discussed adding a millage for emergency to one of the upcoming elections, further discussion is needed.
9. Library Report-Sue Redding-Library was granted 1,200.00 grant for electrical service for the library. Free lunches for kids up to 18, Monday-Friday, June 2<sup>nd</sup> through August 29<sup>th</sup>. Chadwick from the library was awarded volunteer of the year.
10. Children's Day-Sue Redding-Has Tina Smith and Denni Miedema helping her. Has to pay \$50.00 for fire department to come and do bubbles. Tabatha will donate the 50.00 dollars. Dave will donate towards the dish soap. Sue discussed the donations she already has, still needs some donations. Please contact Sue Redding @ 231-638-6417 if interested in donating or assisting. Discussed having a paint class. Discussed trunk or treat and having a movie for the kids.
11. Zoning Report-Chuck Hanlon-Working on land combinations. Discussed payment plan set up with resident, payments not being made, will look into. Wants to add late fee to camping permits, discussed having dates due, and late fee costs. Chuck discussed potentially being able

to pay online. Bonnie discussed people having issues with online services, someone paid the wrong township and is having difficulty getting their money back. Discussed numbers of camping and zoning permits given out. Discussed projects and violations. Wants to post on sign that camping permits are due. Sharing zoning information with the lake association, and neighborhood watch in the future.

**12. Trustee's report**

- a. Dave-internet at hall & Planning Commission-internet at hall is at a standstill, star link is the best option, looked into other services and nothing else has been very good at the township. Equipment for star link is 300-400 and runs about 100 a month for residents, need to check into business cost. Need to look into it further. Planning commission, Joe Cook was nominated for secretary. Discussed fees and Dave will bring back to the planning commission and getting us something that can bring to board. 4 Planning Commission meetings scheduled May 22, 2025-September 11, 2025, and October 15, 2025 at 7pm. Special use permits need to be paid prior to ZBA meeting.
- b. Harold-ZBA-Nothing new, still need one person for committee.

**13. Supervisor's report**

- a. Grants committee- first Grant Committee meeting May 28<sup>th</sup> @7pm, has eight people interested in attending. Generator fund will be one of the topics.
- b. Property Sale-Dryer and Mr. Gray, Pete stated the attorney never received certified mailed document's he sent the first part of November and he sent the documents, emailed the attorney today, and is waiting on him. Going to email the clerk copies of the documents. Going to look for the certified paperwork to get the numbers to track it. Pete said certified letters were sent out certified. Clerk needs copies of certified letters that are sent out so it can be tracked, supervisor stated he mailed out certified letters and did not bill the township for it. He emailed the clerk what he sent to the attorney, but did not include the letters that were certified that went out to adjoining property owners, clerk stated she needed those also.
- c. Michael Hoff would like purchase property number from the township parcel #62-06-03-303-012.

**14. Clerk's report**

- a. Election-School election in May 2025 for White Cloud School, all went well, no issues.

**15. Treasurer's report**

- a. Transfer station cards for exempt properties and late taxes. Bonnie discussed people exempt from taxes, and how to potentially collect TS fees from those residents.

## **16. New Business**

- a.** Merrill Township Zoning Ordinance petitions-Lawyer response-community members requesting to eliminate zoning, the lawyer's response was given out with agenda.
- b.** Newaygo Recycling Program-looking for donations from township or donations from anyone. Pete would like to talk about on the tire clean up discussion later in the agenda.
- c.** Kitchen upgrade-salamander nozzle-supposed to be setting up a meeting, Pete is waiting on call, he will call again to schedule.
- d.** Follow up on status of ARPA funds. Roof work will start tomorrow, will be completed by the end of the week. Tony Frisby who completing the ramp an entryway. Dave got railing cost decreased, going to have the sign reconditioned to include with driveway work and entryway work. Dave will bring the copy of the new drawing to the board next meeting.
- e.** Maintenance position/Patrick? Patrick has some personal issues, keep him employed as is.
- f.** Transfer station position-brought transfer station job description, not assistant job description, needs to update and bring assistant job description to the board. Going to bring next month. Dave has an assistant transfer station job description he will send to Pete.
- g.** Clean up day report- Chuck Hanlon-2025 Clean up days had four sponsors, Fulton Produce, Woody's, Doornbos Repair, and The Cottage on M-37. The board would like to thank them. Certificates are being given out to them by Chuck. 28 volunteers, did four residential sites, and 1 Woodland site. Annual clean up day for next year is scheduled for 5/2/26. Tabatha discussed potentially having more than one event a year. Will discuss later.
- h.** Tire clean up-Bought saw to cut up tires, and has had workers cutting them, wants to purchase small skill saw to save more time. Gene Fisher volunteered to donating electric skill saw for the transfer station. Has had calls about people wanting to bring tires to the transfer station. Safety equipment needs to be purchased before anyone uses the saw. Pete will get safety equipment. Pete will find out the cost from American Classic about allowing people to drop off tires.
- i.** Brining schedule-Dates scheduled 5/28/25 and 7/22/25.
- j.** Oil at Transfer station-cleaned up per supervisor. Pete stated Western Michigan Spill cleaned up and tested the soil on 5/15/25. Randy took oil and used it for heating per

Pete, but he does not know the last name of the person. Pete stated that West Michigan Spill told him it smelt like cooking oil and motor oil and to have it cleaned up with dawn dish soap. Pete instructed an employee to clean the area with dawn dish soap. Pete stated they will send report in the mail. Resident asked where the contaminated dirt went, supervisor states that he does not know where the contaminated soil went. He stated that the company tested two samples of the soil and he had two samples and asked if the board wanted to see them.

- k.** EGLE-information on contract and annual fee-has called Emma from EGLE and she has not called back. Pete called her supervisor; his number came back as disconnected. Spoke with Chuck Trapp having with EGLE the state. EGLE stopped by previously said they were trying to contact Pete since November. He said he has been trying to reach them.
- l.** Backhoe update-not a good time of year to find a used one is what Dave said, he is still looking.
- m.** Employee Evaluations-Dave made the motion to utilize the employee evaluation brought to the board by Pete; Bonnie seconded. All in Favor, motioned passed.
- n.** Boiler analysis-Looking at getting an analysis, Bonnie asked if Pete got that done or not. Pete stated that the boiler has been fixed and hasn't had any problems since then. Bonnie concerned that we don't have a rainy day fund and is concerned about the boiler, wanting to make sure we are not going to have a large bill in the future. Boiler is ok and no issues at this time per Pete.
- o.** Rewriting of policies and procedures-wants to look at each policy and update. Start looking at those in the future. Bonnie made the motion to start with the existing document and review for changes, bring suggestions to the next meeting. Starting with the beginning of the policies. Dave seconds, all in favor. Motion passed.

**17. Public Comment (3 Minutes per person)**

Chris Berthume-wants to know about the EGLE cost, Pete said they want 750 for five years. Agrees with the idea of doing an additional clean up in the fall. Internet is a security issue being used by township officials, talked about tiny houses and what is required. Needs occupancy permit, has to be at least 576 square feet.

Marcia Quinzy-wants to know if anyone is issuing tickets for the old trailers. Zoning has not written anything on old abandoned trailers, but will eventually get to them. Next area of focus will be people living in campers year round. Roads not being taken care of, pot holes. Pete will check into that.

Ford Redding-discussed boiler issue, check on water heater.

Shain Robinson-camper late fees, most places do 10-day grace period and then a 25 dollar a month. Should focus on lots that have multiple campers. Tires situation, why do we not link with places that accept tires. Shouldn't have to show transfer station card, should just show paid tax bill.

Judy Morris-did we hire the transfer station attendant, someone asked how long it takes, Pete apologized and said it will be brought to the next meeting.

- 18.** Adjourn- Bonnie made the motion to adjourn at 9:44pm, Harold seconded. All in favor, motion passed.