

**Merrill Township  
Board Meeting Minutes  
June 17, 2024  
DRAFT**

The meeting was called to order by Mr. Morgan at 7:00 pm. Followed by the pledge of allegiance by Mr. Morgan and prayer by Ms. Fisher.

**Roll Call**

Ms. Debra Fisher, Treasurer  
Ms. Venola Walton-Stanciel, Trustee  
Mr. Peter Morgan, Supervisor  
Mr. Harold Yancy, Trustee  
Ms. Tabatha Glezman, Clerk

**Public Comment:**

0 people commented

**Approval of Agenda**

Items added to agenda:

Ms. Fisher added: Add Planning Commission Agenda to the website  
LCSA direct deposit

Ms. Glezman added: Adam Mercer to speak  
Insurance proposal  
ARPA

Mr. Morgan added: Purchase of trailer for lawn equipment

Ms. Walton-Stanciel motioned to approve agenda, Ms. Glezman seconded and the motion carried.

**Approval of consent agenda**

Approval of March 18, 2024 board minutes

Ms. Glezman motioned to approve the consent agenda, Ms. Fisher seconded with one change, the motion was carried.

**Lilley Township Fire Department Report:**

Mr. Morgan read the report by the Fire Department describing the type of calls received over the last three months. He added that Lilley is looking for people to hire if anyone has a recommendation or is interested.

### **Guest speakers running for public office:**

Kelly Pangburn, Register of Deeds  
April Pickard, Clerk  
Bob Mendham, Sheriff  
Adam Mercer, Sheriff

### **Zoning Admin.**

Mr. Morgan delivered the report for Mr. Wroblewski who was unable to attend.

- 18 camping permits
- 11 zoning permits
- 2 court cases and outcome of the cases

### **Library Report-Sue Redding**

Ms. Redding asked the Board to vote in approval of holding a children's day at the Township Hall on Saturday, August 3, 2024.

Ms. Glezman motioned to approve the children's day, Ms. Walton-Stanciel seconded, the motion passed.

### **Supervisor's report**

- Approximately \$300 more gravel and \$400 more of crushed concrete will be needed for the entrance and exit to the transfer station.  
Ms. Glezman motioned, Mr. Yancy seconded, the motion passed.
- Mr. Morgan discussed businesses dumping trash/building materials at the transfer station. Transfer station accepts household trash only. The rules of what is accepted as refuse at the transfer station need to be rewritten. The Board will re-address at the September meeting. Ms. Walton-Stanciel motioned, Ms. Fisher, seconded, the motion passed.
- Installation of LED lights will be completed by August 1, 2024.
- Property Sale for Gray & Dryer. Mr. Morgan mailed notification to the surrounding land owners regarding their interest in purchasing parcels and received no response. Mr. Morgan will resend notification by certified mail to the surrounding land owners again. If the neighbors do not respond within thirty days, Mr. Morgan will move forward with the sale. Mr. Yancy motioned, Ms. Walton-Stanciel seconded, the motion passed.
- Fire Systems quotes received to replace the fire extinguisher in the kitchen is \$700 and revised quotes for the stove hood is \$3,000. Ms. Glezman motioned to replace/fix these items, Ms. Fisher seconded, the motion passed.

### **Clerk's Report**

- Election drop box pad needs to be poured to be in compliance with the state.
- August 6, 2024 election can vote only one party. Voters cannot cross over during this election.

## Treasurer's Report

- Previous Treasurer, Ms. Victoria Proctor, is still listed as the authorized administrator for the township Quick Books account. She needs to be removed and Ms. Debra Fisher added as the authorized administrator to the account. Ms. Glezman motioned, Ms. Walton-Stanciel, seconded, the motion passed.
- LCSA is requesting their check be direct deposited, they no longer are sending out paper checks. Ms. Walton-Stanceil motioned, Ms. Glezman, seconded, the motion passed
- The Planning Commission is requesting the Board to allow the Planning Commission Agenda be added to the Merrill Township website so land owners traveling long distances are able to determine if they need to attend the meeting. Ms. Glezman, motioned, Ms. Walton-Stanceil, seconded, the motion passed
- Phone Systems: Mr. Hanlon brought to the Board a system that would allow for a single phone number to be trunked out to each Board member. The cost would be approximately \$57/per month, including texting, through Grasshopper. There is a 60-day trial the township could try to see how it worked and if that is what they need. Ms. Glezman motioned, Ms. Walton-Stanceil, seconded, the motion passed.

## New Business

- Insurance proposal for the township and transfer station. The bid has increased from \$7,282.00 to \$10,404.00 this increase is what has been seen throughout the industry. Ms. Fisher, motioned, Ms. Walton-Stanceil, seconded, the motion passed.
- Assessor has requested an increase to what he charges the township for assessments, starting on July 1, 2024. Ms. Walton-Stanciel, motioned, Ms. Glezman, seconded, the motion passed.
- Request by the assessor to the board to approve the process for granting/denying property exemptions. Ms. Glezman motioned, Ms. Fisher seconded, the motion carried.
- Request by the assessor to the board to approve the policy for which assessor's office is accessible to taxpayers. Ms. Glezman motioned, Ms. Fisher seconded, the motion carried.
- Adoption of Resolution 2024-06-17 for asset cap amount. Board suggests \$15,000, state is \$15,040. Ms. Glezman, motioned, Mr. Yancy, seconded, motion passed:

### Roll Call:

Ms. Fisher	Yes
Ms. Glezman	Yes
Ms. Walton-Stanciel	Yes
Mr. Morgan	Yes
Mr. Yancy	Yes

- Mr. Chadwick requested the Board to allow a, "Free Little Library," for the children in the community to be placed at the Township Hall. Ms. Glezman, motioned, Mr. Morgan, seconded, the motion passed.
- Recommendations for the open positions of ZBA, BOR, Planning Commission. After consulting with MTA, Ms. Glezman stated with the controversy in the Planning Commission the position should be posted in the paper allowing the community to apply for the position. This will allow a larger pool of people to be considered. The

posting will be in the paper for two weeks. The resume's will be reviewed and considered at the September Board meeting. Ms. Glezman motioned, Ms. Walton-Stanciel, seconded, the motion was carried.

- MTA does not like special meetings; they feel they look deceiving to the public but if a meeting is necessary the meeting must stick to the agenda unless all Board members are present and agree to add/change the agenda.
- To consider a background check and drug screening process the township needs to implement a policy and procedures policy to instate this on an employee application. Drug screening is free through the State. Mr. Morgan will work on this and present a policy at the September board meeting. Ms. Glezman, motioned, Ms. Fisher, seconded, the motion passed.
- Mr. Morgan requested the board approve money for a utility trailer approximately 5x10 for the transportation of lawn equipment to the different sites in the township, instead of riding the lawn mower to those sites. Mr. Yancy estimated a new trailer would be \$2,000 and a used one would be \$1,500. Ms. Glezman stated she would suggest a new trailer not a used one for the difference in price. Ms. Glezman, motioned, Ms. Walton-Stanciel, seconded, the motion carried for \$3,000 to be allocated for a new utility trailer.
- Mr. Morgan suggested the board come up with a lower cost rate for funerals to be held at the Township Hall. The board asked to table this until the September meeting to give the board more time to investigate what could be done to help with funerals within the community. Ms. Walton-Stanceil motioned, Ms. Glezman, seconded, the motion carried.
- \$70,000 from Covid money that needs to be used for building maintenance prior to the end of 2024. Mr. Morgan will have the building inspected by a building inspector or a contractor to give the Board guidance on what should be addressed first. Currently the board feels a generator, a new roof, parking lot resurfaced, entry way redone, painting of the interior of the building and a LED sign out front is where the money should be spent, unless the inspector see's something the board does not. A special meeting in July may need to be called to address how these funds are spent.

### **Public Comment**

- Mr. Redding asked how many phone lines are included in the \$57/month? Unlimited phone lines.
- Mr. Coffey asked that the board include him in the re-write of the transfer station allowances.
- Mr. Hanlon stated that the fence at the Merrill Township Cemetery is damaged from the fallen trees the township had removed and consider spending some of the Covid money on an upgraded AV system. That may allow for the township to charge more for the building and broaden the renter base.
- Ms. Redding asked, if the two entrances could be blocked off with a rope, "stating authorized personnel only," to stop illegal dumping of materials when the attendant is busy.

Adjourned at 9:32 pm.

Bonnie St. Amour

Deputy Treasurer  
Merrill Township