

## **Merrill Township Board Meeting Minutes**

**(Draft)**

**April 21, 2025, 7:00 P.M.**

1. Call to order @ 7:02pm
2. Pledge of Allegiance
3. Prayer given by Bonnie
4. Roll call: Tabatha-present, Pete-present, Bonnie-present, Dave-present, Harold-present.
5. Public Comment for agenda only (3 minutes per person)
6. No public comment
7. Approval of meeting agenda: Tabatha made the motion to approve agenda with changes adding EGLE, credit cards, playground and TS backhoe, and website Dave seconded by . All in favor. Motion passed
8. Approval of consent agenda: Tabatha made the motion to approve consent agenda changes, Bonnie seconded by. All in favor. Motion passed
  - a. Approval of March 17, 2025 board meeting minutes.
  - b. Approval to pay bills: from 3/18/25-4/21/25 general account, total \$51,528.46, Transfer Station account, total \$13,124.76.
9. Lilley Township Fire Department report Merrill had two car accidents, 2 lift assists and illegal burning. If you want get involved call fire chief.
10. Library Report-Sue Redding

Library free meals (pre-packaged) five days a week for 18 and under, during summer months, when school is out. Pig roast will be later in the year this year than last.
11. Children's Day-Sue Redding

Got ahold of road commission they will bring their truck plow for kids to paint at no cost. Waiting wildlife center, sheriffs and fire department. Was thinking of having crafts in the park, trunk or treat, and a senior prom. Going to have a meeting next month sometime.
12. Zoning Report

Covered month of March. Five zoning permits given up. Clark Smith will start making payments every two weeks. Discussed getting fees up front for special meetings. Discussed having planning commission look into this, Dave will bring it to the planning commission to

look at fees. Suggestions for planning commission also included. He went over clean up projects and violations. Discussion of walkway around the lake and bringing that to planning commission. Discussed recent zoning issues that are being worked on under the ordinance page on the township website. Discussed using other agencies when needed. Went over other issues to consider, needs a better way to find phone numbers and email addresses. The assessor will start sending numbers to zoning administrator to assist with getting a data base started. Bonnie discussed how it would be beneficial to the treasurer also. Chuck wants board to think about ways we can improve this. Land use permits are now on the website. Chuck added items to the permit form to include: fences, decks, power poles, docks, and sheds. Would like to look at automated forms to be more efficient. Discussed placing notifications on campers to let them know that they are due, and possibly placing it on the sign at the township. Discussed different ways to notify the public that we have had three new ordinances approved recently. Discussed mass mailings. Looking for ways to get to the public and wants board support. Discussed training classes. Tabatha make motions to approve MTA Zoning training in Kalamazoo for Zoning Administrator. Dave seconded. All in favor. Motion passed

**13. Trustee's report**

**a. Dave-**

- i.** Internet at hall- hasn't got a solution yet, checked out library deal, not thinking that is the best option, will continue looking.
- ii.** Planning Commission- first meeting for him to attend is next week.

**b. Harold**

- i.** ZBA-haven't met recently, still looking for two new people to join.

**14. Supervisor's report**

- a.** Updates on Grants Committee- in process of contacting individuals who showed interest, looking to have meeting next month.
- b.** Job description for transfer station attendant- Pete misunderstood, thought didn't realize he needed transfer station assistant.
- c.** Employee evaluations- a lot of forms to chose from, will look at different ones and bring to board.

- d. Office hours for clerk, treasurer, and supervisor. Discussed concerns if someone who does not show up it gets pushed off on other people. Discussed different ideas that would work. Supervisor will come with office hours at the next meeting.

**15. Clerk's report**

- a. Election-been working on.
- b. ARPA report that is due April 30<sup>th</sup> has been completed.

**16. Treasurer's report**

- a. Should check if taxes are paid to get a transfer station card on exempt property taxes.

**17. New Business**

- a. Grasshopper data- includes minutes each person uses.
- b. Follow up on purchases approved in December 2024 board meeting, Transfer station fence, kitchen upgrade-transfer station fence taken by Dave, would like to thank Dave for taking care of it and saving us money. Kitchen upgrade is complete except for salamander nozzle, waiting on the to call and schedule.
- c. Follow up on status of ARPA funds- Dave has taken lead on it and phone calls had been made.
- d. Board of Review positions-no interests at this time that we are aware of, need two potential candidates. Chris Berthume stated she is interested. Tabatha made motion to place Chris on BOR as an alternate, Bonnie seconded. All in favor. Motion passed.
- e. ZBA positions- Tabatha made motion to add Ford Redding to ZBA, Dave seconded motion. All in favor. Motion passed.
- f. Hiring for maintenance position-Received resignation letter from Mark Drew in maintenance position. Reviewed people interested. Dave made motion to hire Patrick Bielecki, Tabatha seconded motion. All in favor. Motion passed. Dave made motion to make Todd Koch as backup for transfer station and maintenance. Tabatha seconded. All in Favor. Motion passed.
- g. Annual meeting recommendations-Don't have funds for generator at this time, need to look into raising funds, we request that be a main focus for grants committee that Pete is creating. Better communication with Brohman, discussed how to communicate better with Brohman area. Getting our sign out front repaired or replaced, discussed looking at the costs.

- h.** American Classic tires-Pete talked to American Classic, will except if side walls are cut and or cut in half, we have to pay out of transfer station funds. Chuck reported excessive tires on a property to the police. We have two locations where they have an excess of 1000. Someone came on the property and dumped the tires. We started the process, but the property owner has to file the actual report. Discussed having dumpster for tires for clean up day and having our back up people cut them up. Tabatha made motion to collect tires and have back up employees cut them on clean up day and determine container size and have America Classic pick up. Dave seconded. All in favor. Motion passed.
- i.** EGLE-We had two EGLE employees have stopped and stated they have been trying to reach Pete since November. They did an immediate surprise inspection. Pete stated that they want to have information on what we are hauling and what we are hauling out. Now is a mandatory to pay a fee to EGLE which is already been passed. Tabatha asked Pete about the oil clean up at the transfer station, Pete stated the oil was given to someone for heating, he also stated that the dirt had to be burned to get the oil out and he said he knew what he was doing and how to handle it. Tabatha sent the board a link that was received from the county on disposal of hazardous material.
- j.** Credit cards-township has two debit cards.
- k.** Ideas @ playground-Dave wants the board to approve to get volunteers move ahead with do some repairs up to \$1000.00. Tabatha makes a motion to approve \$1000.00 to do repairs and improvements. Bonnie seconded. All in favor. Motion passed.
- l.** Backhoe for transfer station-Dave discussed using backhoes or skid steer by someone in the community and paying them and having a contract with them, what is the liability? Discussed looking at used ones also. Compacting the trash would save us money. Discussed going over weight restrictions of dumpsters. Discussed cost savings to include snow plowing savings. Discussed training on equipment used. Discussed adding to job description and insurance liability. Pete will contact insurance company, and seeing what American Classic says about savings and Dave will look at prices.
- m.** Website- Pete discussed if putting property photos online. Pete thinks the we should not put it on the internet. Chuck will contact attorney to see what he recommends, and

report back to the board. Bonnie discussed studies that state reduces blight reduces crime. Discussed posting meeting agenda.

**18. Public Comment: (3 Minutes per person)**

Sue Redding stated thinks that people who are appointed to committees are in compliance with zoning, someone who was just appointed to the planning commission isn't in compliance.

People should be vetted more in the future for committees. Tabatha thinks that should be looked into by the board to see how to proceed.

Sue Burthume wants to know if link for hazardous material link can be added to the website. (Reimaginetrash.com) Discussed tiny home just off the road, Chuck is aware.

Judy Morris has the deliberator battery is replace, has been completed.

**19. Adjourn:** Bonnie made motion to adjourn at 10:21pm Harold seconded, all in favor. Motion passed.