

The Township of Norvell

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ERIC B. JOHNSON, SUPERVISOR

ANDREA BARNETT, CLERK

DESERRE SAUERS, TREASURER

PAMELA JOHNSON, TRUSTEE

MATHEW D. DAME, TRUSTEE

WEDNESDAY, DECEMBER 13TH 2017, 6 P.M. MINUTES OF THE REGULAR MEETING OF THE NORVELL TOWNSHIP BOARD HELD IN THE NORVELL TOWNSHIP HALL, 106 E COMMERCIAL ST, NORVELL MI 49263

PRESENT: Supervisor Johnson, Clerk Barnett, Treasurer Sauers, Trustee Johnson, and Trustee Dame. The Supervisor called the meeting to order at 6:00 p.m. with the Pledge of Allegiance and a moment of silence for all those residents of the Township who have passed away since the last board meeting.

ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Sauers motioned to approve the Agenda.

Trustee Johnson supported. All Yes' motion passed.

APPROVAL OF MINUTES

Nov 8th 2017 Board Meeting minutes

Need to fix the spelling of changed to change in 3 spots.

Trustee Johnson motioned to approve the Nov 8th 2017 Board Meeting minutes with the changes. Sauers supported. All Yes' motion passed.

Nov 20th 2017 Working Session Meeting minutes.

Trustee Johnson motioned to approve the Nov 20th 2017 Working Session Meeting minutes. Sauers supported All Yes' motion passed.

Dec 4th 2017 Special Meeting minutes.

Need to fix the spelling of Trustee to Trustees.

Trustee Johnson motioned to approve the Dec 4th 2017 Special Meeting minutes with changes.

Sauers supported All Yes' motion passed.

PUBLIC COMMENT

The Supervisor read a report from County Commissioner Phil Duckham. A resident brought up the fact that the lighting out front of the Township Hall is not good and that the walkway is not well lit. Someone also asked if the dress code was passed, it was. The same person asked about the wages for the Deputies. He stated if the pay rate was higher, we might get more of a response to the ads.

CONSENT AGENDA REPORTS

- A. Building Report
- B. Zoning Report
- C. Fire Report
- D. Assessors Report
- E. Village Of Brooklyn Sewer Report
- F. Officer Truchan gave the sheriff's Report
- G. Planning Commission Minutes

OTHER REPORTS

The financial report was given by Treasurer Sauers.
Clerk Barnett gave the clerk's report.

UNFINISHED BUSINESS:

-Status of the Deputy Supervisor Hiring process.

The Supervisor stated that he ran more ads, and got one other person to respond.

- Supervisor Johnson motioned to appoint Marion Stone to be the Deputy Supervisor at 15hrs a week to start Jan 3rd 2018 at \$13 an hour for 90 days and then to go to \$13.50 an hour.

Sauers supported. Roll Call Vote: Sauers, Yes, Trustee Johnson, Yes, Barnett, Yes, Trustee Dame, No, Supervisor Johnson, Yes. 4 Yes' 1 No motion passed.

NEW BUSINESS

-Norvell Township Audit-Philip Rubley, CPA

Mr. Rubley gave his report on the audit of Norvell Township. The township got a good audit report.

-Lot Split/Combo 17-11 and 17-12 Riverview Estates

There is a building that needs to be moved on this lot before the lot split/combo can be done.

- Sauers motioned to approve lot split/combo 17-11 and 17-12

Trustee Johnson supported. All Yes', motion passed.

-Lot Split/Combo 17-13 and 17-14 Marvin and Paula Jester

- Sauers motioned to approve lot split/combo 17-13 and 17-14

Trustee Johnson supported. All Yes', motion passed.

-Columbia Schools Tax Collection Agreement

- Sauers motioned to approve signing the Columbia Schools agreement.

Trustee Johnson supported. All Yes', motion passed.

-Napoleon Schools tax Collection Agreement

- Trustee Johnson motioned to approve signing the Napoleon School agreement.

Sauers supported. All Yes', motion passed.

-PayGov.US LLC Agency Service Contract

This company came and set up so that people can now pay their taxes and pay for permits with a charge card, not only online, but in person at the Township Hall.

- Trustee Johnson motion to approve the Supervisor signing the contract with PayGov.Us LLC. Sauers supported. All Yes' motion passed.

-Expired Permits Process and Fees

The supervisor talked about how the inspector had sent out letters to people whose permits had expired. He did this without the knowledge of the township board. The board will need to set up a policy on how the pay rate for renewal of the permits will happen. This was tabled until the next meeting of the board.

PUBLIC/BOARD COMMENT

A resident asked what the new Deputy Supervisor's job duties would be. The Supervisor stated that most of it would be zoning paperwork. Mr. Jester asked how long the approval for his lot split/combos would be good for, that they will not be able to move the building until spring time. A resident stated that he liked the person the Supervisor is hiring as his deputy.

PAYMENT OF BILLS

Supervisor Johnson motioned, Barnett supported, to pay bills and payroll, (checks #'s 27285 through 27334) totaling \$47880.15. And EFTPS for Nov 2017 \$2375.19 Roll Call Vote: Sauers, Yes, Trustee Johnson, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. All Yes' motion passed.

ADJOURNMENT

There being no further business to come before the board, Barnett motioned to adjourn, The meeting was adjourned at 7:46 P.M.

Respectfully submitted,
Andrea Barnett, Clerk