

# 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, SEPTEMBER 13<sup>th</sup> 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**

Trustee Dame Under New Business wanted to add (M) MLC 15.269

### **APPROVAL OF AGENDA**

Sauers motioned to approve the Agenda with the additions.

Trustee Dame supported. All Yes' motion passed.

### **APPROVAL OF MINUTES**

August 9<sup>th</sup> 2017 Board Meeting minutes

Need to fix the spelling of Treasure to Treasurer. To change appointed to appoint. The words "are having a" needs to be added to the public/board comment section as well as take the word is out.

Sauers motioned to approve the August 9<sup>th</sup> 2017 minutes with the changes

Trustee Johnson supported. All Yes' motion passed

August 14<sup>th</sup> 2017 Special Meeting minutes

Trustee Johnson motioned to approve the August 14<sup>th</sup> 2017 minutes

Sauers supported All Yes' motion passed

August 28<sup>th</sup> 2017 work Session/Special Meeting minutes

Need to change absent to excused.

Trustee Johnson motion to approve the August 28<sup>th</sup> 2017 minutes with changes Sauers supported All Yes' motion passed

## **PUBLIC COMMENT**

A representative from the Columbia Township Sewer stood up and talked about the new format for the sewer reports. A resident talked about a meeting he went to for the Watkins State park. At this meeting, they were asking for people's inputs as to what we would like to see done with this park. Another resident asked why the township doesn't have a Facebook page, that it would be a good way of getting information out to the people. The Clerk agreed it would be and said that back when she was deputy she tried to get the board to agree to one when they were thinking about a website. The old board would not go along with it.

## **CONSENT AGENDA REPORTS**

- A. Building Report
- B. Zoning Report(none)
- C. Fire Report
- D. Assessors Report
- E. Village Of Brooklyn Sewer Report
- F. Officer Truchan was not available to give the sheriff's Report
- G. Planning Commission Minutes (none)

## **OTHER REPORTS**

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

## **UNFINISHED BUSINESS:**

### **-July 20<sup>th</sup> 2017 letter from the Township Attorney**

Trustee Dame motioned to add the letter into the public record.

Sauers supported

Trustee Johnson asked if the letter would no longer be considered confidential.

The Supervisor said it would not.

Roll Call Vote: Trustee Johnson, Yes, Sauers, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. All Yes' motion passed.

## **NEW BUSINESS**

### **-Appointment to River Raisin Watershed Council- Charlies (Buck) Alar**

Supervisor Johnson would like to no longer be the alternate for the Watershed, he has submitted his resignation.

Trustee Johnson motioned to accept Supervisor Johnson's resignation to the River Raisin Watershed Council.

Sauers supported. All Yes' motion passed

The Supervisor would like to appointed Charlies (Buck) Alar to the River Raisin Watershed Council.

Supervisor Johnson motioned to approve Charlies (Buck) Alar to the River Raisin Watershed Council.

Trustee Dame supported. All Yes' motion passed.

### **-Set date for special board meeting regarding a Public Hearing for the Reconfirming Planning Commission**

The Supervisor has not gotten the paperwork needed yet. This is to be tabled until the paperwork has come in.

### **-Norvell Townships Ethics Policy**

The Supervisor has not gotten the paperwork needed yet. This is to be tabled until the paperwork has come in.

### **-Lot Combination 17-06 12212 Beech Rd**

The paper work had the wrong lot numbers on it, there for it was tabled until the right numbers could be added to the paperwork.

### **-Lot Combination 17-07**

Sauers motioned to approve the lot combo #17-07

Trustee Johnson supported. All Yes's. motion passed.

### **-Lot Combination/Split 17-08**

Sauers motioned to approve the lot combo/split #17-08

Trustee Johnson supported. All Yes's. motion passed.

### **-Approve Revised L-4029 for Jackson County**

This was approved back in July 2017. Normally it's the same amount every year.

This year the amount was lower and due to this fact, it needs to be approved again with the new lower numbers.

Trustee Johnson motioned to approve the revised L-4029 as presented

Barnett Supported. Roll Call Vote: Trustee Johnson, Yes, Sauers, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. All Yes' motion passed.

### **-Resignation of Deputy Clerk**

Anne M. Hagadorn will be resigning as of Oct 1<sup>st</sup> 2017. This was tabled until the special meeting on 9/18/17 due to the questions about how to pay her if she came back to help with the audit.

### **-BS&A Software**

The Clerk stated that what she is using now is a really good program. That just because there aren't a lot of townships using it, doesn't mean it's not good. She doesn't think the township needs to spend the \$34,250 on a new program.

The Treasurer brought up how the Clerk having the BS&A Software would make it easier on the auditors. The Clerk stated that she will also need a new computer and monitor, so that's an extra cost to getting the programs. She also did not put it in her budget to get new computer equipment.

Sauers motioned to approve the buying of the BS&A Software for both offices Trustee Dame supported. Roll Call Vote: Trustee Johnson, Yes, Sauers, Yes, Barnett, no, Trustee Dame, Yes, Supervisor Johnson, Yes. 1 No 4 Yes' motion passed.

### **-Public Improvement fund bank account**

There is already a bank picked out to move the money into. The amount to be moved is \$225,000.

### **-Website Coordinator Position**

Trustee Johnson thinks it's time to dissolve the Website Coordinator Position and the pay that goes with it. The Clerk stated that she will no longer do this job then. That she has been doing it since 2008, and that was without pay. It was only the past 4 years that it has been with pay. This was tabled until the 9/18/17 meeting.

### **-Deputy Treasurer/Office Manager Position Review**

There was a discussion on what the Deputy Treasurer/Office Manager is doing now.

Trustee Johnson motioned to bump the pay for Mary Jo Wright to \$15 an hour and to retrograde back to the full day she took the Office Manager Position.

Sauers supported.

It was asked if there was a list of job duties for each job. There is a list for each job she is doing.

Trustee Johnson Called for the question.

Roll Call Vote: Trustee Johnson, Yes, Sauers, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. All Yes' motion passed.

**- MLC 15.269**

Trustee Dame had a question about how the changes were shown in the minutes. Clerk Barnett stated that she is following the MLC 15.269 law and shows her changes.

**PUBLIC/BOARD COMMENT**

A resident asked if the Township would be having a dump day this year. A board member stated that it is a lot of money to run it, and the last dump day no one showed up. A resident stated that he couldn't believe the people that were asking for the lot combo weren't there at the meeting. He also asked about needing the public hearing for the Planning Commission. The Supervisor stated that we have a planning commission, but a few years ago the law changed. Sauers stated that the lady's bathroom needs to repairs.

**PAYMENT OF BILLS**

Trustee Johnson motioned, Barnett supported, to pay bills and payroll, (checks #'s 27159 through 27198) totaling \$51,013.70. And EFTPS for August 2017 \$2,540.24. Roll Call Vote: Trustee Johnson, Yes, Sauers, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. All Yes'. motion passed.

**ADJOURNMENT**

There being no further business to come before the board, Sauers motioned to adjourn. The meeting was adjourned at 7:58 P.M.

Respectfully submitted,  
Andrea Barnett, Clerk