

# 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, JANUARY 10<sup>TH</sup> 2018, 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**

Dec 13<sup>th</sup> 2017 Board Meeting minutes

Sauers motioned to approve the Dec 13<sup>th</sup> 2017 Board Meeting minutes.

Trustee Johnson supported. All Yes' motion passed.

Dec 20 2017 Working Special Meeting minutes.

Trustee Dame had some changes he would like, Clerk Barnett once again informed him that he could not rewrite her minutes. The Clerk asked if any one else had an issues with how they were worded, no one else did.

Trustee Johnson motioned to approve the Dec 20<sup>th</sup> 2017 Special Meeting minutes.

Sauers supported 4 Yes' 1 No motion passed.

### **PUBLIC COMMENT**

The Supervisor read a report from County Commissioner Phil Duckham. In the report it stated that Norvell Rd would be getting fixed starting in 2018 to finish in 2019. A resident asked if Hardcastle Rd would also be getting fixed. It will not be getting fixed.

## **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:**

### **-Consumers Energy Franchise Resolution**

The Township has approved this once before. There was a deadline that neither the Clerk or the Supervisor knew about, and *Therefore* (there for) it needs to be done again.

- Sauers motioned to *adopt* (adopted) the Consumers Energy Franchise Resolution  
Trustee Johnson supported. Roll Call Vote: Sauers, Yes, Trustee Johnson, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. All Yes' motion passed.

### **-Mowing RFP**

The Board looked over the RFP. It was asked if the companies we have now will be given notice that we are looking into getting bids. The Supervisor stated that he will let them know. There was a discussion about changing the return date that is listed on it. It was decided to leave it as is.

### **-Survey**

There was a discussion about if the survey needed a cover letter with instructions. Most of the board members thought it did not need anything like that. The return date needs to be changed to 2-14-18. The Supervisor is also working on getting the survey online.

### **-Planning Commission Ordinance Reply (Rely) from Region II Planning**

The Board looked over the paperwork from Region II. The Supervisor would like to send the changes to the Planning Commission to get their input. There was more discussion about who would be giving the info to the Planning Commission, Supervisor Johnson stated that he could be the one.

## **NEW BUSINESS**

### **-Appointment to Board of Review Unfinished Term -Jim Anderson**

- Supervisor Johnson motioned to appoint Jim Anderson to fill the empty spot on Board Of Review to finish out the term.  
Sauers supported. All Yes' motion passed.

### **-Board of Review Training- Jim Anderson and Marion Stone**

There are a few classes coming up and Supervisor Johnson believes it would be good for the Jim Anderson and Marion Stone to attend one.

- Sauers motioned to approve the training for Jim Anderson and Marion Stone as well as buying the books and paying for their mileage.  
Trustee Johnson supported Roll Call Vote: Sauers, Yes, Trustee Johnson, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. All Yes' motion passed.

**-Tax Collection Agreement -Jackson County ISD**

It was brought up that due to there being no changes, and that it doesn't change, the board doesn't need to approve it being signed every time it is due.

**-CDWG Township Account and Microsoft Office Suite Bids**

The Supervisor talked to the company and set up an account with them so that the township board can have a line of credit when new computers are needed. He stated that he has a computer picked out for the Treasurer. Treasurer Sauers asked if it was the same computer she had picked out. Supervisor Johnson stated that it is not the same computer and he would like her look at the info before buying it. Sauers also stated that she too will need the Microsoft package. The board would like more info before agreeing to buy the Microsoft Office package. It's a lot of money for just one user.

**-IT Right Security Patch Bid**

The Board discussed the fact that when the township joined with IT Right and got their server, they did not get the upgraded security package. It will be \$250 annually for the package. There was a discussion about what was covered. Will it be just an Antivirus, or will it include total covered from all other threats as well, like the ransomware. The Supervisor will look into getting more info before the board makes a decision.

**PUBLIC/BOARD COMMENT**

Marion Stone brought up the fact that she really would like to have Microsoft Office Suite on her computer. A resident made a statement about the Planning Commission Ordinance and someone brought up the survey, and how people may not turn it back in.

**PAYMENT OF BILLS**

Sauers motioned, Trustee Johnson supported, to pay bills and payroll, (checks #'s 27335 through 27368) totaling \$47810.78. And EFTPS for Dec 2017 \$1870.39 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, Trustee Dame Supported. The meeting was adjourned at 7:10 P.M.

Respectfully submitted,  
Andrea Barnett, Clerk