
THE TOWNSHIP OF NORVELL

106 East Commercial, P.O. Box 188

Norvell, Michigan 49263

(517) 536-4370

FAX (517) 536-0110

Gloria J. Hubbell, Clerk
Pamela Johnson, Trustee

Eric Johnson, Supervisor

Deserre Sauers, Treasurer
Matt Dame, Trustee

MINUTES OF THE REGULAR MEETING OF THE NORVELL TOWNSHIP BOARD Wednesday, October 10, 2018, 106 E. Commercial St, Norvell, MI 49263. 6:00 pm

Present: Supervisor Eric Johnson, Clerk Gloria J. Hubbell, Treasurer Deserre Sauers, Trustee Pamela Johnson and Trustee Matt Dame.

The meeting was called to order by Supervisor Johnson at 6:00 pm and the Pledge of Allegiance was given.

No Additions to the Agenda

Moved by Clerk Hubbell, seconded by Trustee Johnson to approve the Agenda as submitted. Ayes all, carried.

5. MINUTES

Moved by Trustee Johnson, seconded by Clerk Hubbell the minutes of the September 12, 2018 meeting be approved as corrected. That is page 1, #1 an (**ed**) be added to "call". Page 2, Under New Business (a) The sentence shall read: "The estimated annual cost for treatment is \$53,900 combined for Norvell and Cambridge Townships for each of the five years. The cost for Norvell Township residents is \$22,500 annually for each of five years." Ayes all. Motion carried.

6. PUBLIC COMMENT

Mr. and Mrs. Miller from Vineyard Lake, Vine St were asking about the garage with the Stop Work Order and would like copies of the emails between Supervisor Johnson and the owner. The supervisor will be speaking with him next week.

Dave Lamb gave an update on the October 4 mtg in Manchester of the River Raisin Watershed Council. He also stated there will be another meeting October 23 in Adrian.

Keith Kosch and the manager from Village of Brooklyn were present. Keith gave an update on notices of do's and don'ts sent to the residents of the Vineyard Sewer and the sewer spill into Lake Columbia.

7.-8. CONSENT AGENDA REPORTS

Moved by Trustee Johnson, seconded by Clerk Hubbell to approve and file the Consent Agenda. Ayes all carried.

9. OTHER REPORTS

- a. County Commissioner Report- Phil Duckham gave an update on Jackson County budget and stating that Norvell Road is scheduled to be repaired 2019.
- b. Sheriff Report- was given by Deputy Jay Truchan.
- c. Financial Report – Treasurer Sauers.
- d. Clerk’s Report – November General Election update.
Supervisor Johnson stated that he will be contacting the auditors next week to find out when they will be finished with the audit report for fiscal year 2017/2018.

10. UNFINISHED BUSINESS**a. Update on Buildings at the Cemetery**

Supervisor Johnson, Trustee Dame and Clerk Hubbell met John Drlicka of Northern LLC Construction and Richard C. Moran P.E. of Moran Engineering Services LLC at the cemetery September 13, 2018. The purpose of the meeting was to obtain the professional opinion from Mr. Moran as he inspected and analyzed the current condition of the floors, walls, and roof of the sandstone structure to determine if it is structurally sound and worth repairing. His submitted three-page report with pictures and recommendations, and other suggestions for future consideration, is attached and distributed to each board member. The report shows the building is structurally sound. Moved by Trustee Johnson, seconded by Treasurer Sauers the board move forward to repair the building approving the contract with Northern LLC Construction, John Drlicka for \$8,981.88. There was much board discussion. Supervisor Johnson stated he received a phone call from a constituent stating he would be willing to purchase the land or lots the building is on times two, and then would restore the building exactly the way it was when it was first built. The offer is not in writing. The township does not sell lots in the cemetery. We only approve the right to bury with a certificate. The board appreciated the kind offer from the constituent. Roll call vote. Ayes: Treasurer Sauers, Trustee Johnson, Clerk Hubbell and Supervisor Johnson. Nays: Trustee Dame. Motion carried.

b. Second Review of Draft Capital Improvements Policy

Supervisor Johnson presented the Draft Capital Improvement Fund Policy for approval by the board. After discussion it was, moved by Trustee Johnson, Seconded by Clerk Hubbell the board approve the Draft presented by the supervisor and rename it the Capital Improvement Fund Guidelines rather than a policy. Discussion concerning the types of expenditures that would be Capital Improvements are the following but not limited to: matching money on the bike path on M-124, fencing the lake lot owned by the township on Norvell Lake, and/or playground equipment at Ahrens Park. Simple motion. Ayes: Clerk Hubbell, Treasurer Sauers, Trustee Johnson, Supervisor Johnson. Nay: Trustee Dame. Motion carried.

c. Update on Proposed Increase for the Vineyard Lake sewer District

Common Fund meeting last week was a productive and the information will be updated at the next township board meeting.

11. NEW BUSINESS**a. Township Halloween Party**

Moved by Treasurer Sauers, seconded by Trustee Johnson the board approve donating \$200 toward the Halloween Party in the township hall on Halloween night for the health, safety and welfare of the residents of Norvell Township. Roll call vote. Ayes: Trustee Dame, Trustee Johnson, Treasurer Sauers, Clerk Hubbell, Supervisor Johnson. Nays: None. Carried.

b. Confirmation of Mini-Grant from Jackson Community Foundation

Supervisor Johnson presented the board with an approved \$500 “Community Spirit” Mini-Grant presented to Jackson County Townships, Villages and City Wards in partnership with the Consumers Energy Endowment Fund. They ask that these grants be used to support community events, such as: beautification efforts, recreational improvements, arts and cultural activities etc. Along with the application, the township had to make a commitment to spend money toward the project. Among the projects discussed by the township are: Replacing the sign at Ahrens Park, new swings or tables, and focusing on the corner where the pavilion is located. Also having a community day at the park. Walking track. Parking for cross country skiing. It was suggested the supervisor put together a list of projects and bring it to the board for discussion.

c. Political Signs on Township Property

Clerk Hubbell ask the board to consider a policy to prohibit political signs on all township property in fairness so as not to give the impression that the township is endorsing any candidate or proposal on the ballot. There have been issues in the past. Moved by Clerk Hubbell, seconded by Trustee Johnson that Novell Township prohibit all political signs on Norvell township property. The township local law enforcement would enforce the policy. After much discussion, Clerk Hubbell withdrew her motion and restated a new motion. Moved by Clerk Hubbell, seconded by Trustee Johnson the township board work with the township attorney to develop a policy to prohibit political signs on Norvell Township property. Roll call vote. Ayes: Clerk Hubbell, Trustee Johnson, Treasurer Sauers and Supervisor Johnson. Nay: Trustee Dame. Motioned Carried.

e. Inclusion of Delinquent Sewer Bill Amounts on Upcoming Tax Bills

Motion by Treasure Sauers, seconded by Trustee Johnson the board approve sending the delinquent Vineyard Lake and Wamplers Lake sewer bills with the upcoming winter tax bills. Ayes all, Carried.

PUBLIC COMMENT

Dave Lamb spoke to walking trails and connecting with Manchester trails.

Any board comments. None

12. PAYMENT OF BILLS

Moved by Trustee Johnson, seconded by Treasurer Sauers the bills and payroll in the amount of \$49,570.83— (27785-27840) be approved for payment. Roll call vote. Ayes: Trustee Dame, Clerk Hubbell, Trustee Johnson, Treasurer Sauers, Supervisor Johnson. Nays: None. Carried.

Adjourn at 7:32 pm

Respectfully submitted, Gloria Hubbell, Township Clerk