

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, MARCH 14TH 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

Barnett motioned to approve the Agenda.
Trustee Johnson supported. All Yes, motion passed.

APPROVAL OF MINUTES

Feb 14th 2018 regular board meeting
Need to change manger to manager.

- Trustee Johnson motioned to approve the Feb 14th 2018 Minutes with changes.
Sauers supported. All Yes' motion passed.

PUBLIC COMMENT

County Commissioner Duckham gave a report on a bond that the county is looking into to help fix the *roads* (rds). A resident brought up the January Minutes not being on the website, and the clerk stated that it could be the cookies for the site that was making them not show up. Trustee Johnson asked the office manager to get ahold of the person that puts the minutes up on the site to see if there was a problem. The Clerk stated that she was emailing the person right then and there as well.

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:

-Hall Rental 2-10-18

The Board looked over a letter that was given to them. The Clerk once again stated that she had no key to give the person and that by the time she got to her door, the person had already pulled away. Supervisor Johnson stated that we had talked about this at the Feb. meeting, and had come up with a new way of keeping everyone in the loop about the hall rentals.

- Trustee Johnson motioned to refund the \$75 to Mike Wallen
Sauers supported.

It was stated that the lady that cleans had not known about the hall being rented and therefore didn't clean before she left the Wednesday before the storm/party.

Roll Call Vote: Sauers, Yes, Trustee Johnson, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. Motion passed.

Trustee Dame asked about getting the hall rental info in a spreadsheet format. Sauers reminded the Clerk about the up coming hall rental so that she could move the new election supplies. Trustee Johnson brought up the office manager coming down and letting the people in and then locking up after. The Clerk and Trustee Dame both stated that the people can be here until 1:30am to clean up. A resident stated that she could give the township a lock box for the door to put the key in and then all we have to do is give out the code.

-Mowing RFP Bids

Trustee Johnson stated that she would like to keep the same companies we have now. Sauers liked that the new company came to the meeting to talk with us. There was a discussion about keeping it to a year or making it for two years.

- Trustee Dame motioned to go with the company (Legacy) *Legacy Lawn Care*.

Trustee Dame amended his motioned to go with the company Legacy for one year.
Trustee Johnson supported.

After some more discussion, Trustee Johnson removed her support and left for a few minutes.

Sauers supported. Roll Call Vote: Sauers, Yes, Trustee Johnson, No, Barnett, No, Trustee Dame, Yes, Supervisor Johnson, Yes. 2 No's 3 Yes' Motion passed.

NEW BUSINESS

-Lester Brothers Fire Run Bill

The fire department needed to hire help with tearing down a house that was destroyed by a fire. A board member asked if we had paid a bill like this before, and the township has.

- Sauers motioned to pay the Lester Brothers bill

Trustee Johnson supported. Roll Call Vote: Sauers, Yes, Trustee Johnson, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. Motion passed.

-Changes in Hiring Practices

There was a hiring application for the board to look over. The board made a few changes to the application.

-New application forms-Mech and Elec permits and Staff Expense Reimbursement

The Board looked over the new Mech/Elec permit forms.

- Trustee Johnson motioned to approve the new Mechanical and Electrical Permit forms with the changes
Sauers supported. All Yes' motion passed.

Expense Reimbursement

The board made a few changes to the form.

- Sauers motioned to approve the Expense Reimbursement form with the changes.
Trustee Johnson supported. All Yes' motioned passed.

-Set Bond for Construction of New Home- Lindahl

The family would like to place a trailer on the land while the new home is being built. There was a discussion about if the company that owned the trailer would be bonded and if that would be enough of a bond. The Board set the bond price at \$5,000.

- Trustee Johnson motioned a \$5,000 bond be *posted* (done) before a mobile home *is moved onto the land* (be moved onto the land).

Barnett supported. Roll Call Vote: Sauers, Yes, Trustee Johnson, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. Motion passed.

Supervisor Johnson stated that he will call the home owners.

-New Deputy Clerk

The clerk gave some background on the lady she would like to hire. She also asked that she would like to get this lady approved to go to an upcoming election class (3-19-2018).

- Trustee Johnson motioned to confirm the appointment of *Marguerite* (Margie) Taylor to Deputy Clerk as requested by the Clerk to start on March 19th 2018 pending the background checks.

Trustee Johnson amended her motion to add to pay the \$10 fee for a fast track check.

Barnett supported.

Dame asked about the new hires coming to a board meeting. That was tabled last month.

Roll Call Vote: Sauers, Yes, Trustee Johnson, Yes, Barnett, Yes, Trustee Dame, Yes, Supervisor Johnson, Yes. Motion passed.

-Set Date for the Next Board Work session

March 26, 2018 at 1pm for next board work session. Trustee Dame asked that the Open Meeting Act be added to the notice/agenda as well as the other things stated during the board meeting.

PUBLIC/BOARD COMMENT

A resident asked if maybe The Board would like to make a statement in the paper about the hall rental. The Board stated that they try and not make statements in the paper. Trustee Johnson brought up her paychecks and the clerk stated she would look into it.

PAYMENT OF BILLS

Sauers motioned, Barnett supported, to pay bills and payroll, (checks #'s 27406 to 27457) totaling \$53899.38. and EFTPS for Feb 2018 \$2105.24 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 8:10 P.M.

Respectfully submitted,
Andrea Barnett, Clerk