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## THE TOWNSHIP OF NORVELL

106 East Commercial, P.O. Box 188

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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, April 10, 2019, 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.

1.-2. The meeting was called to order by Supervisor Johnson at 6:00 pm. The Pledge of Allegiance was given and a moment of silence for township residents who have passed away.

3. **Additions to the Agenda.** None

4. **Agenda Approval** Moved by Clerk Hubbell, seconded by Trustee Johnson to approve the Agenda. Ayes all. Nays: none. Carried.

5. **MINUTES-March, 13, 2019 - regular meeting**

Moved by Trustee Johnson, seconded by Treasurer Sauers the minutes of the March 13, 2019 regular board meeting be approved after striking the word “that” from paragraph 1-2. Ayes all. Nays: none. Motion carried.

Motion by Treasurer Sauers, seconded by Trustee Johnson to approve the Work Session Minutes of March 13, 2019. Ayes: All. Nays: None. Motion Carried.

Motion by Trustee Johnson, seconded by Treasurer Sauers to approve the March 25, 2019 Work Session Minutes after correcting the spelling of Awning and the last name of Richard Moran. Also, the clarification of Dave’s Fencing to Dave Powers Fence Co. Ayes all Nays: None. Carried.

6. **PUBLIC COMMENT** One resident from Norvell Beach spoke to his disagreement of developing the townships lake lot. One resident expressed his affirmation to the updating of our website.

## 7. CONSENT AGENDA REPORTS

- a. Building Report
- b. Zoning Report – None
- c. Fire Reports – ~~Columbia~~ and Napoleon and Cambridge. Due to the increase in residents burning this time of year, it was decided to publish a notice in The Exponent and on our web site as a reminder for residents to get a burning permit. The notice will state the districts of each fire department and the telephone number for the resident to call. If a resident has an issue with someone burning, they are to call 911.
- d. Village of Brooklyn Sewer Report
- e. Assessor's Report
- f. Planning Commission Minutes – Monday, March 18, 2019.

8. Moved by Trustee Dame, seconded by Treasurer Sauers, to **approve the Consent Agenda Reports as presented.** Ayes: all. Nays: None. Carried

## 9. OTHER REPORTS

- a. County Commissioner Report- None
- b. Sheriff Report – given by Deputy Jay Truchan
- c. Financial Report – Treasurer Sauers – Presented balances in the tax accounts
- d. Clerk's Report – Clerk Hubbell presented bank balances

## 10. UNFINISHED BUSINESS

- a. Playground Equipment Purchase- for Ahrens Park. Motion by Trustee Johnson, seconded by Clerk Hubbell the board approve the purchase of play ground equipment from Miracle Midwest Company for \$37,413 contingent upon clarification that the contract is completely inclusive for a totally completed finished site. The supervisor will speak with the sales represented, Kim Alexander who lives in Onsted, MI to confirm the details of the contract and clarification of the price for unloading the equipment, (\$400 for fork lift & crane). The cost to be paid from the Capital Improvement Fund.

Roll call vote. Ayes: Treasurer Sauers, Trustee Johnson, Clerk Hubbell, Supervisor Johnson. Nays: Trustee Dame. Motion Carried.

- b. Mowing bids/contract – Moved Treasurer Sauers, seconded by Trustee Johnson that the supervisor call and ask Legacy Lawn Service to consider renegotiating the length of the mowing contract extending it to a two (2) year or three (3) year contract, whichever they agree to. Roll call vote. Ayes: Trustee Dame, Trustee Johnson, Treasurer Sauers, Clerk Hubbell, Supervisor Johnson. Motion carried.

- c. Additional fencing bid – Another fencing bid was received from Dave Powers Fence Company for the board's information.

## 11. NEW BUSINESS

- a. BS & A Building Module Training – Wright and Stone

Moved by Treasurer Sauers, seconded by Trustee Johnson the board approve the payment for Mary Jo Wright, Secretary/Deputy Treasurer and Marion Stone, Deputy Supervisor to attend the BS & A Building Department. NET Basic Program Usage Module Training session in Bath Township May 20, 2019 from 9:00 am to 4:00 pm and they be reimbursed for meals, mileage, and wages. Roll call vote. Ayes: Trustee Johnson, Clerk Hubbell, Treasurer Sauers, Trustee Dame, Supervisor Johnson. Motion Carried.

- b. Postage Meter Leasing for Office

A packet of information was reviewed from Neopost Postage Meters and Pitney Bowes for the board to consider leasing a postage meter. The board needs more information and will discuss it at the next work session.

- c. Resolution 19-2 Intermunicipal Committee

The board needs more information and will discuss it at the next work session.

- d. Construction Board of Appeals Requirements

A packet of information was given to the board to review.

- e. Opening new Account at County National Bank and Signers

Moved by Clerk Hubbell, seconded by Trustee Johnson the township board approve opening a checking account at County National Bank (CNB) with the funds transferred from Onsted Community Bank, closing the account at OSB with the signers being: Treasurer Deserre Sauers, Clerk Gloria J. Hubbell and Supervisor Eric Johnson. Roll call vote. Ayes: Clerk Hubbell, Trustee Johnson, Treasurer Sauers, Trustee Dame, Supervisor Johnson. Motion Carried.

- f. Remove Tree from Easement on Sweezy Lake

There is a dangerous tree leaning across a right-of-way easement at Sweezy Lake on Idle Hills Road. We want to remove the tree as it is dangerous, and if it falls, someone may get hurt. However, we are not sure the tree is on the right-of-way easement property or if the property belongs to the township. The supervisor stated it is on the map as a public easement and in the assessing records as township property. It should be surveyed to determine if it belongs to the township. This needs to be clarified.

Moved by Clerk Hubbell, seconded by Trustee Johnson the board approve removing the dangerous tree leaning across the Idle Hills easement right-of- way as if it falls, it will fall on the right-of-way and could hit the house to the north with the Supervisor sending a letter to the neighbor on the south before the tree is removed stating the tree could be on his property

at a cost of no more than \$750. Once the property is surveyed and if it is determined the tree was on his property, the township will bill the rightful owner.

Roll call vote. Ayes: Trustee Dame, Trustee Johnson, Treasurer Sauers, Clerk Hubbell, Supervisor Johnson. Motion carried.

12. **PUBLIC/BOARD COMMENT** –

13. **PAYMENT OF BILLS** - Moved by Treasurer Sauers, seconded by Trustee Johnson to pay the bills and payroll in the amount of \$ 60,655.04 (checks 28081-28140) Plus Spears Fire Safety Equipment (\$76.75). Ayes: Trustee Dame, Trustee Johnson, Treasurer Sauers, Clerk Hubbell, Supervisor Johnson. Motion Carried.

Meeting Adjourned. 7:56 pm

Respectfully submitted,  
Gloria Hubbell, Township Clerk