

NORVELL TOWNSHIP
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Norvell, Michigan 49263
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Regular Meeting-February 16, 2022
6:00 P.M.

Present:

William Sutherland, Supervisor, Jeff Oswalt, Clerk, Deserre Sauers, Treasurer, Matt Dame, Trustee, Andrew Haystead, Trustee, Norvell Township, Jackson County

The Regular Meeting of the Norvell Township Board was called to order by Supervisor Bill Sutherland at 6:00 p.m. followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion was made by Trustee Dame, seconded by Supervisor Sutherland to approve the agenda as presented. Motion carried.

APPROVAL OF MINUTES

Motion was made by Supervisor Sutherland, seconded by Trustee Dame to approve the minutes of the February 2, 2022 Work Session, the February 9, 2022 Special Meeting, and the January 19, 2022 Regular Meeting (with the correction of changing the wording of in-person to Zoom under Presentations, Black Raven Architects). Motion carried.

PUBLIC COMMENT

None

CONSENT AGENDA

Supervisor Sutherland informed the board there is no Assessor Report under the Consent Agenda because we would be getting the report quarterly instead of monthly now. Motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to approve the Consent Agenda as presented. Motion carried.

COUNTY COMMISSIONER REPORT

County Commissioner Phil Duckham reported on the issues being discussed at the County Commissioners meeting, citing problems with the county jail, it's age and major maintenance issues, and the possibility of having to place a millage on the ballot, the sheriff's office having staffing problems, and the courts are open again.

SHERIFF'S DEPARTMENT REPORT

Supervisor Sutherland informed the board that Deputy Sheriff Truchan was unable to attend tonight's meeting, but presented his written report for the board. The report stated he had worked 160 hours in Norvell Township, handled 30 complaints, and did 24 property inspections.

OLD BUSINESS

MIClass Investment – Resolution 22-03

Supervisor Sutherland presented the township's investment plan for participation in the MIClass investment program, as prepared by Treasurer Sauers. The plan will be to close the savings accounts currently held at County National Bank, True Community Credit Union, and Huntington Bank (account no. 01388426693), and to deposit those funds in the township's General Fund checking account at Huntington Bank (account no. 01388399238). Funds in the township's

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General Fund checking account over \$250,000 will then be transferred to MIClass for investment purposes. A short discussion followed. Motion was made by Supervisor Sutherland, seconded by Trustee Haystead to adopt resolution 22-03 authorizing the closure of bank savings accounts, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswalt, Dame, and Haystead. Nays: None.

SRI Settlement

Supervisor Sutherland stated this issue was discussed at the February 9, 2022 township work session, the township attorney has reviewed, made minor changes, and approved the document for signing. He is now asking the board for approval to authorize him to sign the SRI (Southern Regional Interceptor Settlement Agreement) as presented. A short discussion followed. Motion was made by Clerk Oswalt, seconded by Trustee Haystead to approve and authorize Supervisor Sutherland to sign the SRI Settlement Agreement, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswalt, Dame, and Haystead. Nays: None.

Wamplers Heights SAD Resolution 22-02

Supervisor Sutherland informed the board that some residents on Wamplers Heights Road wish to establish a Special Assessment District for repairs to that road. They have gone through the steps required to present the SAD to the board, the township attorney has provided the wording for the required 1st Resolution and Notice of Public Hearing, the next step is approving the resolution and holding a public hearing to enable residents of the proposed SAD to speak to the issue. A short discussion followed. Motion was made by Supervisor Sutherland to adopt the 1st Wamplers Heights Road Special Assessment District Resolution (22-02), as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswalt, Dame, and Haystead. Nays: None.

NEW BUSINESS

Construction Committee

Supervisor Sutherland and Clerk Oswalt spoke regarding the proposed creation of a Construction Committee to develop a plan regarding the possible renovation of the property at 300 Mill Road. Trustee Dame proposed developing and posting a survey on the township website to give township residents an opportunity to give input on this issue. A short discussion followed with the board agreeing to a three-member board, consisting of one member of the township board, one member of the Planning Commission, and the township's Zoning Administrator. Motion was made by Supervisor Sutherland, seconded by Trustee Dame to authorize the creation of a three-member Construction Committee consisting of Treasurer Sauers as the member of the township board, one member of the Planning Commission, and the township's Zoning Administrator, with their purpose to be to develop a plan for the renovation of the building at 300 Mill Road, and to bring their results to the Township Board at a future date.

Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswalt, Dame, and Haystead. Nays: None.

2022 Asset Test and Poverty Guidelines

Supervisor Sutherland reminded the board the township is required to annually adopt poverty guidelines and an asset test prior to the March Board of Review. The poverty guidelines have been updated to reflect the 2022 US DHHS guidelines plus 38%, making the guidelines 138% as the

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board has historically done. The asset test is a re-adoption of the 2021 test. Motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to adopt the 2022 Asset Test and Poverty Guidelines, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswald, Dame, and Haystead. Nays: None.

PUBLIC COMMENT

Several residents of the proposed Wampler's Lake SAD were in attendance and made comments and asked questions regarding the proposed SAD. Board members responded to residents' questions.

PAYMENT OF BILLS

Clerk Oswald presented his reports listing the payroll and bills needing to be paid in February. Motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to approve payment of payroll totaling \$16,176.23, post audit bills totaling \$13,914.43 and unpaid bills totaling \$19,553.02. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswald, Dame, and Haystead. Nays: None.

ADJOURNMENT

Motion was made by Supervisor Sutherland, seconded by Trustee Dame to adjourn the meeting at 6:40 p.m. Motion carried.

Respectfully submitted,

Jeff Oswald,
Norvell Township Clerk

Garnet Francis,
Deputy Clerk/Recording Secretary