

**NORVELL TOWNSHIP**  
**106 E. Commercial St., P.O. Box 188**  
**Norvell, Michigan 49263**  
**(517)-536-4370**  
**Fax (517)-536-0110**

**Regular Meeting-May 10, 2023**

**Present:**

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

**Excused:**

Deserre Sauers, Treasurer

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**

Sutherland added River Raisin Watershed Council Report as item 8c. *A motion was made by Supervisor Sutherland, seconded by Clerk Oswalt, to approve the agenda for the May 10, 2023 board meeting, as amended. Motion carried.*

**PUBLIC COMMENT**

Sylvia Kay – spoke to her opposition to fireworks displays

Danice McEldowney, Brooklyn Fireworks – informed the board of the upcoming fireworks display in Brooklyn MI, on the 4<sup>th</sup> of July, and requested a monetary donation from the board.

**APPROVAL OF MINUTES**

Trustee Dame requested a correction to the April 12, 2023 board minutes, under Public Comment, correcting the spelling of ARPA. *A motion was made by Supervisor Sutherland, seconded by Trustee Haystead, to approve the minutes of the April 12, 2023 Regular meeting, the April 14, 2023 Special meeting, and the April 26, 2023 Special meeting, with the amendment to the April 14, 2023 meeting. Motion carried.*

**CONSENT AGENDA**

Trustee Dame questioned several items on the clerk's reports, with Clerk Oswalt explaining the issues. *A motion was made by Supervisor Sutherland, seconded by Trustee Dame, to approve the consent agenda, as presented. Motion carried.*

**COUNTY COMMISSIONER REPORT**

County Commissioner Phil Duckham spoke to the board, reporting on county issues.

**SHERIFF'S DEPARTMENT REPORT**

Deputy Sheriff Jay Truchan reported on the police activity in Norvell Township for the month of April 2023, and informing them of his recent weeklong class in hostage negotiation.

**RIVER RAISIN WATERSHED COUNCIL REPORT**

Sylvia Kay, Norvell Township alternate to the River Raisin Watershed Council, explained what the Council is and does for the community and the environment, reporting on recent meetings she has attended. She also provided handouts of the Council's Spring 2023 Newsletter.

**ADVANCE COMMUNICATION CABLING – BRYAN FRITZ**

Bryan Fritz, from Advance Communication Cabling gave a short video presentation, outlining the approximately 400 homes in Norvell Township without adequate internet service and further explained the company has applied for a grant to help with the project, the goal of which is to provide 1 gig service to all homes. He also stated the company will keep the township updated on the status of the project.

**PAYMENT OF BILLS**

*A motion was made by Supervisor Sutherland, seconded by Trustee Haystead, to approve payment of the following bills: unpaid bills totaling \$15,952.02, paid bills totaling \$54,107.72, and payroll totaling \$8,875.01. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswald, Dame, and Haystead. Nays: None. Excused: Sauers*

**OLD BUSINESS**

**Reconsideration of Sale of Hardcastle Road Property**

In the absence of Treasurer Sauers, Supervisor Sutherland reported on issues regarding the Hardcastle Road property, which had been previously approved for sale by the board. West Bay Company has been paying royalty payments on this property, with the payments going to the former property owners. West Bay has been notified of the problem and payments have been suspended pending proof of ownership. There was then discussion regarding the sale of property, retaining the property and making it into a park, efforts to recover the royalty payments paid incorrectly, possible legal action against former owners in order to recover improperly paid royalty payments, and the status of recovery efforts. Supervisor Sutherland asked the board for a motion to reconsider the sale of the Hardcastle Road property, no motion was made.

**Update on Illegal Storage of Boats Issue**

Supervisor Sutherland spoke, updating the board on the illegal boat storage issue at 13150 Hardcastle Road. The item will be on the Planning Commission agenda for June 21, 2023 as a Public Hearing, to decide whether to recommend a text amendment to the township zoning ordinance which would allow commercial boat storage as a Conditional Use in Commercial and Industrial zoned districts. If the Planning Commission takes that action, the recommendation will come before the township board for consideration and possible adoption. This process, if approved, will provide a way for the owner of 13150 Hardcastle to apply for a Conditional Use permit.

**NEW BUSINESS**

**Planning Commission Appointment - Geoffrey Cripe**

Supervisor Sutherland presented the application from Geoffrey Cripe for a position on the Planning Commission that has been vacated by the resignation of Katrina Reamer. Supervisor Sutherland introduced Mr. Cripe, who was in attendance. If approved, Mr. Cripe will serve out her term, which expires on 12/31/2025. *A motion was made by Supervisor Sutherland, seconded by Trustee Haystead, to approve the appointment of Geoffrey Cripe to a position on the Norvell Township Planning Commission for a term to expire on 12/31/2025. Motion carried.*

### **3<sup>rd</sup> Quarter Budget Amendments**

Clerk Oswald submitted the information regarding the 3<sup>rd</sup> quarter budget adjustments, to cover cost centers that are over budget and update revenues. He further stated there is added revenue of \$99,402.00 and costs of \$17,323.00 for a net increase in the fund balance of \$82,079.00. He further mentioned the need for the board to increase the millage rate for the Fire Fund, to cover the increased fees being charged by the Cambridge and Napoleon Fire Departments. A short discussion followed. *A motion was made by Supervisor Sutherland, seconded by Clerk Oswald to approve the 3rd quarter budget amendments, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswald, Dame, and Haystead. Nays: None. Excused: Sauers*

### **Pay Increase for Election Inspectors**

Clerk Oswald presented his request for a retroactive pay increase for the election inspectors who worked at the Special School Election on May 2, 2023. He further explained he is requesting this increase in the 2023-24 budget. Part of the reasoning for this retroactive pay increase is the cost of this election will be reimbursed by the three school jurisdictions named on the ballot. Discussion followed. *A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to approve the pay increase for election inspectors to \$15.00 per hour for inspectors, \$18.00 per hour for chairpersons, retroactive to include the May 2, 2023 Special Election. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswald, Dame, and Haystead. Nays: None. Excused: Sauers*

### **Contribution for Brooklyn Fireworks**

Supervisor Sutherland stated that after consultation with the township attorney, the board cannot approve an expenditure of this type, unless the township is a participant in the event. Individual board members may contribute if they wish, but township monies cannot be used for this event.

### **Re-graveling Portion of Lawrence Road**

Supervisor Sutherland spoke about the issue of maintenance of Lawrence Road, from the entrance of the Wamplers Lake Sand and Gravel mine to M-124. The distance is approximately 4/10 of a mile and the cost to re-gravel this area would be approximately \$20,000, with actual township costs at 50% of that amount, or \$10,000. Approval of this item would place the project on JDOT's list of projects to be done. Discussion followed. *A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to approve spending up to \$10,000.00 for the re-graveling Lawrence Road from the Wamplers Lake Sand and Gravel mine entrance to M-124, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswald, and Haystead. Nays: Dame. Excused: Sauers*

### **Municipal Civil Infraction Ordinance**

Supervisor Sutherland presented a proposed Municipal Civil Infraction Ordinance for the board to look at, stating this is in response to township residents repeated requests for enforcement of township zoning ordinances, mainly dealing with blight. He further informed the board he had been in contact with the Napoleon Code Enforcement Officer to discuss the process Napoleon uses to handle these issues and had several suggestions. He also has spoken with Deputy Sheriff Truchan, who has offered to assist with the filing of the necessary paperwork with the Jackson County Courts to enable the court to process our claims, as needed. Discussion followed, with

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Supervisor Sutherland stating he would be bringing this issue back to the board after discussion with the township attorney.

**PUBLIC/BOARD COMMENT**

Garnet Francis spoke, thanking the board for approving the pay increase for election inspectors. Clerk Oswald spoke, thanking Deputy Clerk Francis for her work in the May 2, 2023 Election.

**ADJOURNMENT**

*A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to adjourn the meeting at 7:29 p.m. Motion carried.*

Respectfully submitted,

Jeff Oswald,  
Norvell Township Clerk

Garnet Francis,  
Deputy Clerk/Recording Secretary