

NORVELL TOWNSHIP
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Special Meeting/Work Session Meeting-June 1, 2022

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 1:00 p.m. followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Supervisor Sutherland requested the addition of three items to the June 1, 2022 agenda as follows: Item 6-b, Approval of Architect for 300 Mill, Item 7c, Cleaning of Township Buildings and Item 7d, Wamplers Lake Sewer Information. Motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to adopt the agenda as amended. Motion carried.

PUBLIC COMMENT

Trustee Dame mentioned a tree is down on Hardcastle Road. Supervisor Sutherland responded the problem has already been addressed with the JCRC.

OLD BUSINESS

2022-23 Budget Discussion

Supervisor Sutherland spoke, explaining his portion of the budget and the spreadsheet he included which shows the comparison of jurisdictions in the area with regard to taxable values and millages for fire and police protection being assessed. Clerk Oswalt and Treasurer Sauers spoke to their budgets and board members discussed several different line items in different areas of the proposed budget. After a lengthy discussion, and budget adjustments proposed, the board agreed to hold a special budget workshop on Monday, June 13, 2022 at 1:00 p.m. to finalize all prospective changes.

Approval of Architect for 300 Mill

Supervisor Sutherland invited Zoning Administrator Rich LaRowe to attend the meeting to answer questions as to the not to exceed proposal from Woodard and Associates for the preliminary design of 300 Mill. Trustee Dame questioned why the other two architectural firms had not been included in the proposal, since the board had not approved Woodard and Associates as the architect for the project of remodeling/expanding the township building at 300 Mill. Discussion followed regarding this issue, with Zoning Administrator LaRowe stating that Woodard and Assoc. were the lowest bidder, and he understood the board felt they were the firm that would be chosen. As a member of the Construction Committee, he felt they were charged with sending out the RFP, and there was no reason to send to all three bidders when the board would be voting to approve Woodard and Associates. A discussion followed with board members expressing their opinion on the issue. A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to retain Woodard and Associates as the architectural firm for the renovation of 300 Mill. Motion carried on a roll call vote as follows: Ayes – Sutherland, Sauers, Oswalt, & Haystead. Nays: Dame.

Motion was made by Trustee Haystead, seconded by Treasurer Sauers to approve the proposal from Woodard & Associates for phase one of the renovation of 300 Mill at a cost not to exceed \$2,500.00. Motion carried on a roll call vote as follows: Ayes – Sutherland, Sauers, Oswalt, Haystead, and Dame. Nays: None

NEW BUSINESS

Ahrens Park Survey Discussion

Supervisor Sutherland informed the board that he has discovered the pavilion at Ahrens Park is located partly on township property and partly on state park land that abuts Ahrens Park. He has spoken with MDNR regarding this issue, and they are aware of the problem and see no need to act on it, at this time. With this report, he included

a survey done by the state which clearly shows a portion of the pavilion, the old playground equipment and a backstop all on state property. The supervisor felt he should update the board on this issue, which will need to be corrected sometime in the future, when the board decides to do more upgrades to the park.

Mining Ordinance Review Update Discussion

Supervisor Sutherland and Trustee Dame informed the board of the progress being made on the township's ordinance regarding mining and mineral extraction. The Planning Commission is working diligently on this issue and having both the township attorney and the township planner at their June meeting.

Cleaning of Township Buildings

Supervisor Sutherland informed the board that our cleaning service (Domestic Engineer) has gone out of business. He has contacted several other municipalities to find a replacement cleaning service. Napoleon Township is using a person named Becky Burnett, who was given a positive recommendation by their supervisor. She has been interviewed and shown the areas she would be expected to clean at both the township hall and 300 Mill. Her hourly rate is \$21.00 per hour, and she would be a contract employee. Motion was made by Treasurer Sauers, seconded by Trustee Haystead to contract with Becky Burnett as the cleaning person for Norvell Township's township hall and 300 Mill at the rate of \$21.00 per hour. Motion carried on a roll call vote as follows: Ayes – Sutherland, Sauers, Oswald, Haystead, and Dame. Nays: None

Wamplers Lake Sewer Information

Supervisor Sutherland and Treasurer Sauers spoke, stating they had attended a Wamplers Lake Sewer meeting on Tuesday, May 31st, and at the meeting, discussed the need for future capital improvements on the four sewer treatment lagoons due to the age and condition of the liners. The estimated cost for the replacement of these lagoons is approximately one million dollars per lagoon plus engineering costs. Currently, the O&M funds account can pay for (1.) The Alum Feed Injection Building, and (2.) the Condition & Capacity Analysis. The rest of the costs for the actual lagoon liner replacement will be funded by a bond issue. To help prepare for these costs, it has been recommended that the user fees be increased by \$15.00 per REU per quarter, effective September of 2022. This increase will not generate all funds needed but will offset the amount that will need to be bonded. Discussion followed.

PUBLIC COMMENT

None

ADJOURNMENT

Motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to adjourn the meeting at 2:23 p.m. Motion carried.

Respectfully submitted,

Jeff Oswald,
Norvell Township Clerk

Garnet Francis,
Deputy Clerk/Recording Secretary