

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

Special Meeting/ Work Session - May 4, 2022

Present:

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

The Special 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 asked to have item 7d, Survey of 300 Mill Road Property, added to the agenda. Motion was made by Sutherland, seconded by Sauers to approve the agenda with the addition of item 7d, Survey of 300 Mill Road Property. Motion carried.

PUBLIC COMMENT

None

OLD BUSINESS

2022-23 Budget

Supervisor Sutherland presented his portion of the proposed 2022-23 budget, explaining the layout and information he used. He mentioned he had increased the contingency fund to \$35,000 then opened for comments/discussion. Discussion followed regarding funding for drain maintenance, additional lighting for the park, chloride for dirt roads, Metro funds, and contingency funding. Clerk Oswalt presented his portion of the proposed budget, mentioning changes to the cemetery fund, the pay increase for his deputy and how it's split between deputy and elections. He also mentioned the Streetlights budget was not done yet, waiting for information from Consumers Energy. Treasurer Sauers presented her portion of the proposed budget, mentioning the need for increased postage due to required delinquent tax notifications, legal fees for VLSD, and a small raise for the deputy treasurer. Discussion followed, and any changes will be brought back to the board.

Server

Supervisor Sutherland brought cost information to the board regarding the need for a replacement server at the township hall. He also included costs for moving to a cloud-based service. Discussion followed, with the board agreeing that at this time, the township should only purchase the server, and look again at going to a cloud-based service at a later date. Motion was made by Trustee Dame, seconded by Supervisor Sutherland to approve a replacement server for the township hall at a cost not to exceed \$7,500.00. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Sauers, Dame & Haystead, Nays-None.

NEW BUSINESS

Resolution 2022-10 Moratorium on the Issuance of Permits, Licenses, or Approvals for certain uses Related to Mining of Natural Resources-Ordinance No. 52

Supervisor Sutherland stated the background behind the proposed Ordinance 52 and Resolution 2022-10 is due to the township recently being approached by a mining company regarding a conditional use permit for gravel mining in our township. After speaking with the township attorney regarding the issue, it was suggested the board impose a six (6) month moratorium on issuing permits, etc. using a resolution and ordinance to do so. This would give the township a chance to make sure our current Mining Ordinance, Section 6.7, Additional Development Requirements for Certain Uses sub-section A. Quarries, Mineral Mining & Extractive Operations is current with Michigan Law. He attached a copy of both the proposed resolution and ordinance for board approval. Discussion followed regarding the ongoing issues with the Lawrence Road gravel pit site, and the possibility of the state taking control of gravel mining. Motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to adopt Resolution 2022-10, a Moratorium on the Issuance of Permits, Licenses, or Approvals for Certain Uses Related to Mining of Natural Resources, which will adopt Ordinance No. 52. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Sauers, Dame & Haystead, Nays-None.

Mileage Rate

Supervisor Sutherland spoke, informing the board the Township is currently reimbursing mileage at the rate of \$.50 per mile and due to the increase in fuel costs is asking the board to consider and increase to \$.55 per mile. Discussion followed regarding the current Federal guidelines, which is \$.585 per mile. Motion was made by Supervisor Sutherland, seconded by Clerk Oswalt to adopt the Federal recommended guidelines for Norvell Township mileage reimbursement, on an annual basis, effective June 1, 2022. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Sauers, Dame & Haystead, Nays-None.

Revised Permit Pricing

Supervisor Sutherland addressed the issue of pricing of building, mechanical, plumbing, and electrical permits, stating the current pricing is confusing and inconsistent. He asked Permitting Clerk Jan Corwin to speak to the board to help them understand the inconsistencies. He is asking the board to consider simplifying the process, without raising our current pricing, but to base fees on the number of inspections required, plus a standard administration fee. Discussion followed. Supervisor Sutherland stated he would work with the permitting clerk and bring the issue back to the board, at a later date.

Survey of 300 Mill Road Property

Supervisor Sutherland informed the board that although the township recently paid to have a survey done of the 300 Mill Road property, the Zoning Administrator (and member of the Construction Committee) was unable to locate the pins that delineate the property lines. He included two (2) bids to have the pin locations marked. Discussion followed. Motion was made by Treasurer Sauers, seconded by Supervisor Sutherland to approve the bid for \$900.00 to perform a boundary (stake) survey of the 300 Mill Road property. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Sauers, Dame & Haystead, Nays-None.

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PUBLIC COMMENT

None

BOARD MEMBERS COMMENTS

Haystead-Questioned the potential impact of the removal of the dam at the old Ford Motor Plant
Sutherland-Mentioned he will be meeting with Brooklyn Village Manager Guetschow, for a
Common Fund meeting. He also spoke to the letter he had passed out from Carlisle/Wortman
regarding Aggregate Mineral Mining and doing a land survey of the township to be added to the
Master Plan, stating the board may want to consider this as a defense of aggregate mining and he
would add the costs to the proposed 2022-23 budget.

ADJOURNMENT

Motion was made by Trustee Dame, seconded by Supervisor Sutherland to adjourn the meeting at
2:36 p.m. Motion carried.

Respectfully submitted,

Jeff Oswalt,
Norvell Township Clerk

Garnet Francis,
Deputy Clerk/Recording Secretary