

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

**Special Meeting-August 18, 2023**

**Present:**

William Sutherland, Supervisor, Jeff Oswalt, Clerk, Deserre Sauers, Treasurer, 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**

Supervisor Sutherland asked the board's approval to consider the New Business of the Vacancy of a Trustee before the Old Business of Hiring of contractor for the 300 Mill Project. *A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to approve considering the New Business, Board of Trustees Vacancy, before the Old Business of Hiring a Contractor for the 300 Mill Project. Motion carried.*

**PUBLIC COMMENT**

None

**NEW BUSINESS**

**Board of Trustees Vacancy**

Supervisor Sutherland gave the board information regarding Trustee Dames resignation from the board, stating the board has 45 days from the date the board accepts the resignation to appoint a replacement to serve the remainder of Trustee Dames term (11/20/2024). He then discussed with the board the steps that will be taken to find a replacement. An ad will be run in the Exponent the weeks of 8/15/2023 and 8/22/23, the information is on the township's website, and sent out in the e-newsletter. Applicants must submit a resume by Friday, September 8<sup>th</sup>, at Noon, a Special Meeting will be held to interview candidates, and the intent will be to appoint a replacement at the September 13, 2023 regular meeting. A short discussion followed. *A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to accept the resignation of Matt Dame from the Norvell Township Board, effective August 18, 2023. Motion carried.*

**OLD BUSINESS**

**Hiring of Contractor for 300 Mill Project**

Supervisor Sutherland presented adjusted bids from M-R Builders and R. W. Mercer, explaining he has spoken with both contractors regarding changes and reduction in pricing. He also mentioned he has spoken with Marty Taylor, the township building inspector, who stated both contractors were professionals and have done good jobs on projects in the past. A discussion followed, refining some of the areas for added cost savings. The board agreed to approve the contractor at this meeting, and funding will be on the agenda at the September 13, 2023 board meeting.

**Page 2**  
**Norvell Township Board**  
**August 18, 2023**

*A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to approve M-R Builders as the contractor for the 300 Mill Project. Motion carried.*

**PUBLIC/BOARD COMMENT**

Paul Francis, 1640 Greenwood Ct.-questioned the reasoning for not listing the cost in the motion to approve the contractor for the 300 Mill project.

Garnet Francis, 1640 Greenwood Ct.-questioned the Supervisor's memo on the board vacancy, referring to the proposed questions the board will be asking applicants.

**ADJOURNMENT**

*A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to adjourn the meeting at 6:50 p.m. Motion carried.*

Respectfully submitted,

Jeff Oswalt,  
Norvell Township Clerk

Garnet Francis,  
Deputy Clerk/Recording Secretary