

NORVELL TOWNSHIP
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Regular Meeting-February 14, 2024

Present:

William Sutherland, Supervisor, Jeff Oswalt, Clerk, Deserre Sauers, Treasurer, Andrew Haystead, Trustee, Paul Francis, 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

A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to approve the agenda for the February 14, 2024 Regular Norvell Township board meeting, as presented. Motion carried.

PUBLIC COMMENT

Matt Dame – spoke to possible Ethics Policy issues.

APPROVAL OF MINUTES

A motion was made by Trustee Francis, seconded by Trustee Haystead to approve the minutes of the January 10, 2024 regular meeting. Motion carried.

CONSENT AGENDA

A motion was made by Supervisor Sutherland, seconded by Clerk Oswalt to approve the Consent Agenda, as presented. Motion carried.

COUNTY COMMISSIONER REPORT

County Commissioner Duckham spoke to the board, sharing information regarding the County Commissioner's activities for the month of January and answered board members questions.

SHERIFF'S DEPARTMENT REPORT

Jackson County Sheriff, Gary Schutte

Jackson County Sheriff Gary Schutte spoke to the issue of the upcoming Safety Millage, explaining the need and what it will be used for if the millage passes. He then answered questions from board members and the audience.

Deputy Jay Truchan

Sheriff's Deputy Jan Truchan spoke to the board, giving them the statistics and types of calls he handled during the month of January 2024 for Norvell Township.

Construction Report

Supervisor Sutherland gave an updated report of the status of the 300 Mill Road project, stating he had met with the builder today and everything is on target for the building to be used for the 2/27/2024 Presidential Primary Election.

Outdoor Warning Sirens Report

Supervisor Sutherland informed the board the outdoor warning sirens have been installed and waiting for activation to complete the project. Three sirens were installed with costs coming from

ARPA funds, and are located at 300 Mill Road, 2788 Sunset Drive (near the intersection of Wildwood), and Wamplers Heights Drive (across from Parcel #074-20-35-352-001-01).

PAYMENT OF BILLS

Supervisor Sutherland and Clerk Oswalt made clarifications regarding the paid bills of \$240,324.83. *A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to approve payment of the following bills, Unpaid bills of \$25,964.85, Paid bills of \$240,324.93, and Payroll of \$13,508.60, totaling \$279,798.44. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswalt, Haystead and Francis. Nays: None.*

UNFINISHED BUSINESS

Painting of 300 Mill Rd. Interior & Polycarbonate Dividers

Supervisor Sutherland stated the painting of the interior of 300 Mill Road had not been included in the original proposal due to the proposed cost of \$37,000. Since then, M-R Builders has come up with another quote at \$11,570.00. The original proposal did not include clear dividers needed between the hallways and offices (Treasurer, Clerk, Zoning & Building departments). These were to be included as a safety measure. The quote for those dividers is \$8,336.00. Supervisor Sutherland is asking the board to approve additional spending of \$20,000.00 to cover the painting and dividers. A short discussion followed. *A motion was made by Treasurer Sauers, seconded by Supervisor Sutherland to approve additional funding of \$20,000.00 to cover the costs of painting and polycarbonate dividers at 300 Mill Road. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswalt, Haystead and Francis. Nays: None.*

Signage for 300 Mill Rd.

Supervisor Sutherland informed the board of the status of signage at 300 Mill Road. He has applied for a grant from Consumers Energy, to be used toward a digital sign, The entry was made before the February 15, 2024 deadline, and finalists will be selected and notified by March 8, 2024. He is proposing the board hold off any action regarding the sign for 300 Mill Road until after the March 8, 2024 date.

NEW BUSINESS

Lakeshore Recycling Systems (LRS/Modern Waste) Service Agreement

Supervisor Sutherland informed the board he has been working on an agreement for waste pick up at the 106 Commercial building. Now that the old Modern Waste Company has been sold to Lakeshore Recycling Systems, they are requiring a new agreement. He has also checked on any other waste hauling companies in the area and Emmons Service is the only other provider. The quote from Emmons is considerably higher and he is asking the board for a decision on provider. A short discussion followed. *A motion was made by Treasurer Sauers, seconded by Trustee Haystead to approve an agreement with Lakeshore Recycling Systems (LRS) for a 2-yard dumpster and one (1) pickup every other week at a cost of \$50.00 per month with any extra pickup costing an additional \$30.00. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswalt, Haystead and Francis. Nays: None.*

Zoning Ordinance Text Amendment-ZTA24-01

Supervisor Sutherland and Trustee Haystead spoke to the issue, explaining the reasoning and need for the Ordinance amendment to address commercial motor home, travel trailer and boat storage yards on properties within the township. Discussion followed, with the board members suggesting an addition in wording to Article VI Conditional Uses, Section 6.7 Additional Development Requirements for Certain Uses, DD-3 The words to be included are “and maintained” so that the sentence reads as follows: An opaque fence or buffer wall, a minimum of six (6) feet in height shall be utilized ***and maintained*** between the commercial boat storage use and a roadway, and adjacent property zoned for residential uses. *A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to approve Zoning Ordinance Amendment ZTA 24-01 Commercial Motor Home, Travel Trailer and Boat Storage, as amended. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Oswalt, Haystead and Francis. Nays: None.*

Inclement Weather and Emergency Office Closing Policy

Supervisor Sutherland informed the board of the need to revisit the Inclement Weather and Emergency Office Closing Policy due to our office closing policy being determined by Napoleon & Columbia School closings, and not always being due to unsafe road conditions, but for other reasons such as extreme cold. He is asking the board to come to the next board meeting with suggestions as to how to clarify the policy and whether the township hall should be closing when the schools reasoning doesn’t necessarily apply to the township hall being closed as well.

Memorandum of Understanding – Vineyard Lake Sewer

Supervisor Sutherland is asking the board to read and review a draft of the proposed Memorandum of Understanding between Cambridge, Norvell, and Columbia Charter Township for the Dissolution of the Common Fund (Vineyard Lake Sewer System). The township attorney has reviewed the document and made comments. He will bring this issue back to the board at the next board meeting.

Retaining an Accounting Consultant

Clerk Oswalt presented a proposal to hire an accounting consultant for Norvell Township, citing several reasons for doing so. Discussion followed, with board members asking questions regarding the need and what the job description would be. After continued discussion, this item will be on the agenda again for the next board meeting.

PUBLIC/BOARD COMMENT

Connie Lincoln – Commented on board members spending time looking through board packets during the meeting.

ADJOURNMENT

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

Respectfully submitted,

Jeff Oswalt,
Norvell Township Clerk

Garnet Francis
Deputy Clerk/Recording Secretary

