

NORVELL TOWNSHIP
300 Mill Road., P.O. Box 188
Norvell, Michigan 49263
(517)-536-4370
Fax (517)-536-0110

Regular Meeting-September 11, 2024

Present:

William Sutherland, Supervisor, Jeff Oswalt, Clerk, Andrew Haystead, Trustee, Paul Francis, Trustee, Norvell Township, Jackson County

Excused:

Deserre Sauers, Treasurer

The Regular Meeting of the Norvell Township Board of Trustee was opened at 6:00 p.m. with a moment of silence in remembrance of those who lost their lives on or due to the events of September 11, 2001. The meeting was then called to order by Supervisor Bill Sutherland-followed by the Pledge of Allegiance

APPROVAL OF AGENDA

A motion was made by Trustee Francis, seconded by Trustee Haystead to approve the agenda as presented. Motion carried.

PUBLIC COMMENT

Kathy Sutherland – informed the board of two upcoming events in Norvell Township, one being a Fall Festival at Camp Liberty on October 5, 2024 and the annual Trunk or Treat at Ahrens Park on October 26, 2024,

David Petsch – commented on two trees that are down on Fay Lake Road.

15+ residents spoke in favor of Jay Truchan.

Dan Goerke – questioned the cost of a local police force

APPROVAL OF MINUTES

A motion was made by Supervisor Sutherland, seconded by Trustee Francis to approve the August 14, 2024 minutes, as presented. Motion carried.

CONSENT AGENDA

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

COUNTY COMMISSIONER REPORT

County Commissioner Walz reported on county issues, explained the Jackson County Jail Operations millage, informed residents of upcoming tree removal and the roads that will be covered, invited residents to attend County Commissioner meetings, and stated the need for applicants to a new required Materials Committee.

SHERIFF'S DEPARTMENT REPORT

Deputy Hackworth spoke, reporting to the board on the various incidents handled during the month of August.

JACKSON COUNTY LIBRARY – MILLAGE RENEWAL

Erica Grimm and Rachel Fenningsdorf from the Jackson County Library, presented a power point presentation explaining the need for a millage renewal, and talked about the many services provided to residents by the library system

PAYMENT OF BILLS

A motion was made by Clerk Oswald, seconded by Trustee Francis to approve payment of the following bills: Unpaid bills, \$24,838.49, Paid bills, \$14,733.78, and Payroll, \$11,292.51, totaling \$50,854.78, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswald, Haystead and Francis. Nays: None. Excused: Sauers

OLD BUSINESS

300 Mill Open House

Supervisor Sutherland spoke, saying that due to the excused absence of the treasurer, this item will need to be postponed until the October 9, 2024 meeting. A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to postpone this item until the October 9, 2024 board meeting. Motion carried.

NEW BUSINESS

Wamplers Lake Aquatic Weed Control SAD-Public Hearing

A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to open the public hearing for the Wamplers Lake Aquatic Weed Control SAD. Motion carried.

Supervisor Sutherland asked if anyone wished to speak to the issue. Mr. Robert Rosowski spoke in favor of the SAD. A motion was made by Supervisor Sutherland, seconded by Clerk Oswald to close the public hearing. Motion carried.

Resolution 2024-10 Wamplers Lake Weed Control SAD

Supervisor Sutherland spoke, informing the board and public this is the third of four resolutions needed to approve the special assessment district. Notice of this meeting was published in the August 6, 2024 Exponent newspaper and affected property owners notified by mail. A motion was made by Supervisor Sutherland, seconded by Trustee Francis to approve Resolution 2024-10, Wamplers Lake Aquatic Week Control SAD. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswald, Haystead and Francis. Nays: None. Excused: Sauers

Increase in Hours for Zoning Administrator

Supervisor Sutherland spoke, explaining his reasoning for requesting approval of increasing the hours the Zoning Administrator from 20 hours per week to 24 hours per week, explaining the cost if approved will be approximately \$6,000.00 per year. A motion was made by Trustee Haystead, seconded by Clerk Oswald to approve increasing the working hours per week from 20 to 24 for the Zoning Administrator, effective immediately. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswald, Haystead and Francis. Nays: None. Excused: Sauers

Election Grant Approval

Clerk Oswald spoke, informing the board that Norvell Township Clerk's Department has applied for and received a grant of \$6,000.00 from the Institute for Responsive Government, which is a non-profit, non-partisan organization. This grant is to be used to fund election improvements in the township. The use of the funds will be to purchase new voting booths, both regular and handicapped accessible, a booth for the township's ADA compliant touch screen voting terminal, and a larger safe to secure ballots during election time. A motion was made by Supervisor Sutherland, seconded by Clerk Oswald to approve acceptance of the grant and spending it on

election equipment. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Haystead and Francis. Nays: None. Excused: Sauers

Adoption of Ordinance No. 47 – Sewer Connection, Use, and Rate Ordinance

Supervisor Sutherland informed the board that the townships current Ordinance 47, Sewer Connection, Use and Rate ordinance needed to be updated due to the retirement of the bond debt for the Vineyard Lake Sewer and the township taking responsibility for management of the VLS. This ordinance was originally adopted in November of 2004. The revised ordinance was written by the township’s attorney, and reviewed by both the township treasurer and supervisor. If adopted, it will replace the current Ordinance 47. A motion was made by Trustee Francis, seconded by Trustee Haystead to adopt the revised Ordinance 47 as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Haystead and Francis. Nays: None. Excused: Sauers

Resolution 2024-11 – Fee Schedule for Sewage Disposal, Ordinance 47

Supervisor Sutherland informed the board that this resolution is related to the revised Ordinance 47. It will allow the updating of fees for sewage disposal to be done by resolution instead of by changing the ordinance. A motion was made by Supervisor Sutherland, seconded by Trustee Francis to adopt Resolution 2024-11- Fee Schedule for Sewage Disposal, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Haystead and Francis. Nays: None. Excused: Sauers

Sewer Connection Invoice Form

Supervisor Sutherland presented a new form related to the Vineyard Lake Sewer, which uses the rates in Resolution 2024-11 and captures the installation costs from JK of Michigan and the required permits issued by the township. After approval of this form, it will be distributed to homeowners/contractors wanting to connect to the VLS. A motion was made by Supervisor Sutherland, seconded by Clerk Oswalt to approve the Sewer Connection Invoice Form for the Vineyard Lake Sewer System, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Haystead and Francis. Nays: None. Excused: Sauers

Norvell Police Department Feasibility Report

Supervisor Sutherland presented a report to the board regarding the feasibility of creating a Norvell Police Department. He, Trustee Francis, and Zoning Administrator Truchan visited Springport Township and Somerset Township, both have their own police departments, and are similar in size and type to Norvell Township. Both townships gave them information regarding the costs of starting and operating a police department and how they are funded. Trustee Francis also spoke about the issue and Clerk Oswalt and Trustee Haystead commented. A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to move forward and schedule a public hearing next month to get input from residents regarding the proposed Norvell Police Department. Motion carried on a roll call vote as follows: Ayes-Sutherland, Oswalt, Haystead and Francis. Nays: None. Excused: Sauers

PUBLIC/BOARD COMMENT

Zoning Administrator Truchan spoke, thanking the residents for their kind words and support. Several members of the audience spoke in favor of a local police department. Board members also spoke regarding the local police department issue.

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ADJOURNMENT

A motion was made by Supervisor Sutherland, seconded by Trustee Haystead to adjourn the meeting at 7:44 p.m. Motion carried.

Respectfully submitted,

Jeff Oswalt,
Norvell Township Clerk

Garnet Francis,
Deputy Clerk/Recording Secretary