

NORVELL TOWNSHIP BOARD OF TRUSTEES

Corrected

**300 Mill Rd.
Norvell, Michigan 49230
(517)-536-4370
Fax (517)-536-0110**

Regular Meeting-January 8, 2025

Present:

William Sutherland, Supervisor, Dan Goerke, 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 5:00 p.m. followed by the Pledge of Allegiance.

ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

A motion was made by Treasurer Sauers, seconded by Supervisor Sutherland to approve the agenda Motion carried.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Approval of Minutes for the December 2,2024 Special Meeting was removed from the agenda, as it was approved at the December 11,2024 Regular Meeting.

A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers, to approve the minutes of the December 11, 2025, meeting as presented. Motion carried.

CONSENT AGENDA

A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to approve the consent agenda, as presented. Motion carried.

OTHER REPORTS:

COUNTY COMMISSIONER REPORT

None

AUDIT REPORT

Scott McLane, from Markowski & Company, presented the finished audit for 2024 and answered Board Members questions.

PAYMENT OF BILLS

A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers, to approve the following bills for payment: Unpaid bills totaling \$39,132.13, Paid bills totaling \$12,443.61, and payroll totaling \$18,506.29 for a total of \$70,082.13, as presented. Motion carried on a roll call vote as follows: Ayes-Sutherland, Sauers, Goerke, Haystead and Francis. Nays: None.

Approved as amended 2/12/2025

UNFINISHED BUSINESS:

Cemetery Sexton Job Description and Appointment

Job description

A motion made by Supervisor Sutherland, seconded by Treasurer Sauers to approve the description as presented. Motion carried.

Sexton Job Appointment

Jeff Oswald was appointed Sexton for the remainder of the Budget year, until 6-30-2025. Motion made by Clerk Goerke, seconded by Supervisor Sutherland. Roll call vote as follows: Ayes-Sutherland, Sauers, Goerke, Haystead and Francis. Nays: None.

NEW BUSINESS:

Cloud Server Environment for Police Department.

A motion was made by Treasurer Sauers seconded by Trustee Haystead to approve the purchase of professional services from VC3 for \$8,468 and the approval for the payment of the annual commitment for Microsoft services of \$264, to approve the motion as presented. Roll call vote as follows: Ayes-Sutherland, Sauers, Goerke, Haystead and Francis. Nays: None.

Security Cage for Secure Evidence Storage – Reimbursement.

A motion was made by Treasurer Sauers, seconded by Trustee Haystead to reimburse Supervisor Sutherland for the \$1,200 ~~the~~ cost of the security cage. Roll call vote as follows: Ayes-Sutherland, Sauers, Goerke, Haystead and Francis. Nays: None.

Purchase of Safes for Police Department.

A motion was made by Trustee Francis, seconded by Trustee Haystead for the purchase of two (2) gun safes for the Police Department Security Evidence Room from Jan Corwin for \$1,000. Roll call vote as follows: Ayes-Sutherland, Sauers, Goerke, Haystead and Francis. Nays: None.

Budget Amendments, second quarter:

A motion was made by Supervisor Sutherland, seconded by Treasurer Sauers to approve the amendments as presented. Motion carried.

Public/Board Comment

None

ADJOURNMENT

Motion made by Supervisor Sutherland, seconded by Treasurer Sauers to approve adjournment at 6:46pm. Motion carried.

Respectfully submitted,

Dan Goerke,
Norvell Township Clerk