

NORWICH TOWNSHIP BOARD MEETING

MARCH 13, 2024

Approved Minutes

The Norwich Township Board met at 7:00 pm on Wednesday March 13, 2024.

The following members were present: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing, Dan Wanink,

Public present: Isaiah Davison, Joel Schultz, Nick Vawter, Dakota Jones, Richelle Boerma, Cynthia Milligan, Kathy Moffett, Gail Taylor, T.J. Thompson

The Supervisor called the meeting to order at 7:00 P.M. and led the attendees in the Pledge of Allegiance.

Motion to Approve February Board Minutes was made by Jennifer and seconded by Dan.
All Ayes . Motion Carried

Motion to approve 2024 Budget Hearing Minutes was made by Dan and seconded by Jennifer.
All Ayes. Motion carried.

Old Business

Truestream- Stacie received a call from Truestream stating that time was running out for the rate of \$73.99 monthly for WiFi at town hall and they would have to close the file. Stacie talked with April and Tara at the County office and they stated there are no laws that require the town hall to have internet for elections. Also, stated people have the right to vote and it would be more convenient to be able to perform Clerk duties necessary for voters with the internet instead of having to leave and complete the task and come back. The Board did not feel it was necessary to have internet at the hall and spend the Township's money for such a low need.

Website update by Phyllis : Godaddy is good until June 2025 and Phyllis has agreed to keep managing the website until then. Jennifer Kailing said she is interested in taking it over in June 2025 and will let us know at the next meeting. Phyllis is going to add a calendar to the website for the public to see when the Hall is available to rent. There will be no names on the calendar just that it is rented.

Dakota Jones manual Training and QB transition: Stacie updated the Board on the list of duties she would perform. She will be working through her company Transparent Accounting Solutions,LLC. She has her own insurance and will be charging \$35.00 an hour. She agreed to

finish cleaning up on Quick Books for no more than \$500.00. A 1 year contract was proposed. Tim made a motion to approve the contract and Dan seconded it. All ayes. Motion carried.

FOIA update: Isaiah Davison. Stacie informed the Board that FOIA was complete. Isaiah disagreed that it was completed fully; will wait for public comment to speak further on this matter.

New Business

Solar energy: Update from Jennifer (Planning Board) recommend looking into ordinance. Information to be collected from other townships in regards to this matter and the Planning Board to work on it.

Rental price for hall: Board agreed to leave it the same rate.

Town Hall manager: Jill Gregory will take over Hall duties and Phyllis will be her back up when needed. All Board members in agreement.

Hall renovations and rental schedule: Phyllis stated that with potential renovations at the hall this year that the hall manager would have to be contacted to make sure any renovations will not interfere with hall rentals.

Painting lines in parking lot: Tim has left over paint from step and wants someone to paint lines in town hall parking lot. Will pay \$200.00 to paint them. Tim made a motion to have lines painted for \$200.00 and Phyllis seconded. All Ayes. Motion carried.

Approved the Following

2024-2025 General Fund Resolution # 2024-01 Tim made a motion to approve and Phyllis seconded . Roll call vote: Ayes: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nay: zero. Motion carried.

2024-2025 Road Fund Resolution # 2024-02 Tim made a motion to approve and Stacie seconded. Roll call vote: All Ayes: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nay: zero: Motion Carried.

2024-2025 Fire Fund Resolution # 2024-03 Tim made a motion to approve and Phyllis seconded . Roll call vote: All Ayes: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nay: zero: Motion carried.

2024-2025 EMS Fund Resolution # 2024-2025-04 Tim made a motion to approve and Stacie seconded. Roll call vote: All Ayes: supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nay: zero. Motion carried.

2024-2025 Resolution to approve and certify EMS millage renewal and prop. # 2024-05
Tim made a motion to approve and Phyllis seconded. Roll call vote: All Ayes: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nay: zero. Motion carried.

2024-2025 Resolution to approve and certify Road millage renewal and prop. # 2024-06 Tim made a motion to approve Stacie seconded. Roll call vote: All Ayes: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nays: zero. Motion carried.

2024-2025 Resolution to approve and certify Fire millage renewal prop. # 2024-07 Tim made a motion to approve and Phyllis seconded. Roll call vote: All Ayes: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nays: zero. Motion carried.

2024-2025 Resolution to approve and certify Library millage prop. # 2024-08 Tim made a motion to approve and Stacie seconded. Roll call vote: All Ayes: Supervisor Tim Boerma, Clerk Stacie Langworthy, Trustees Jennifer Kailing, Dan Wanink. Nays: zero. Motion carried.

Approve resolution to amend Assessors contract # 2024-09 Tim made a motion to approve and Phyllis seconded. Roll call vote: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nays: zero. Motion carried.

Paperwork for elected Board members for August Election and workers. Stacie told Board Members that she needs paperwork and signatures by April 1, 2024 to certify signatures and get to the County Clerk's office. She also stated that Township Board Members cannot work the election if they are on the Ballot. The Clerk will have to go if needed but shall leave when finished with the task for which she was called.

Deputies pay: Tim made a motion to pay Deputies quarterly and Stacie seconded. All: Ayes: Nay: zero. Motion carried.

CPA- Phyllis received a quote from Gabridge & Company. Dan made a motion to change CPA firms Gabridge & Company and Stacie seconded . All Ayes. Nays: zero. Motion carried.

Budget Amendments: Resolution FY 2023-2024 Budget Amendment # 2024-10 Phyllis made a motion to approve and Stacie seconded. Roll call vote: All Ayes: Supervisor Tim Boerma, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Dan Wanink. Nay: zero. Motion carried.

Zoning Reports

Given by Zoning Administrator Nick Vawter.

2/16/2024

I received an email from Evan De Visser from Greenridge Realty. He was requesting split options for a 5 and 10 acre parcel located at 8379 E 9 Mile Rd. I explained that due to the 10 acre parcel having 2 dwellings he would not be able to split.

2/19/2024

I received an email from Isaiah Davison requesting responses to what he felt were zoning violations at property address 5830 N Elm Ave belonging to Todd Dalman. As I felt this was a non issue I had Tim Boerma contact our township attorney Cliff Bloom. Under advisement from Cliff Bloom I was instructed to not reply as this issue is closed.

2/20/2024

I received a call from Christina who owns property at 6155 E 7 mile Rd. She and her husband were wanting information on Zoning requirements for building a new home on their property. I provided them with all the initial information they requested.

Public Comment

Joel Schultz, neighbor of Todd Dalman, spoke on behalf of other neighbors in favor of Todd Dalman and his property. He also asked who he would speak with about recommending an ordinance. He was told to talk to the Board outside of the meeting.

Isaiah Davison: A Township resident commented on a resident's property at 5830 N Elm Ave. He believes that the property is not meeting township regulations. The Board has addressed his concerns in prior meetings. The Township lawyer has advised the Board in regards to this on-going concern of Isaiah Davisons.

Gail Taylor: was concerned about the 160 acres that was sold on the corner of Cottonwood and 9 mile. She asked if there would ever be a variance that we would go less than 5 acres. She asked if the people in the township would be notified if that were to change. Supervisor told her that we would have to have a public hearing on something like that.

Treasurers Report

EMS	\$ 45,963.80
Fire	\$ 22,992.72
Road	\$ 130,551.10
General	\$ <u>299,486.80</u>
Total	\$ <u>498,994.42</u>

Presentation of Checks

Treasurer Phyllis Carlson presented the following checks for approval:

7329	Great Lakes energy	\$ 155.85	Hall/cemetery
7330	Apex Software	\$ 260.00	Assess. Oper. expenses
7331	Pioneer	\$ 312.75	Publication
7332	Void		
7333	Void		
7334	Void		
7335	Void		
7336	Angela Barnes	\$ 163.92	Election wages/planning board
7337	Void		
7338	Dakota Jones	\$ 132.14	Deputy Clerk wages
7339	Daniel Wanink	\$ 116.35	Per Diem
7340	Ezra Scott	\$ 37.43	Per Diem
7341	Jennifer Kailing	\$ 252.57	Elect. Wages/ Planning/ Per Diem
7342	Marcia Stroko	\$ 39.24	Per Diem
7343	Marla Estes	\$ 484.44	Wages Deputy Treasurer
7344	Void		
7345	Phyllis Carlson	\$ 2,641.03	Wages/ website /hall mileage
7346	Richelle Boerma	\$ 799.14	Deputy wages/ planning/election worker
7347	Ruth Scott	\$ 85.42	Planning wages
7348	Stacie Langworthy	\$ 2,360.71	Clerk wages/reimbursement
7349	Timothy Boerma	\$1,599.86	Super. wages/ election wages
7350	Scott Mccumber	\$ 30.00	Shoveling
7351	Brian Story	\$ 2,077.87	Assessor wages
7352	Nick Vawter	\$ 791.90	Zoning Admin. Wages
7353	Elery Barnes	\$ 327.85	BOR/ Election wages
7354	Jill Gregory	\$ 367.09	BOR/election/ planning wages
7355	Joel Schultz	\$ 312.76	BOR/ election wages
7356	Equalization	\$ 1,099.30	Treasurer/ Prof. services

Motion made to pay bills by Stacie and seconded by Jennifer. All Ayes. Motion carried

Amended Draft minutes for following checks

7357	H & S companies	\$ 7000.00	Audit
7358	Bloom Sluggett, PC	\$ 49.00	Attorney

Public Comment

None

Motion to adjourn meeting at 8:21 P.M. by Jennifer and seconded by Dan. All Ayes. Motion carried.