

**NORWICH TOWNSHIP BOARD MEETING
DECEMBER 11, 2024
APPROVED MINUTES**

The Norwich Township Board met at 7:00 PM on Wednesday, December 11, 2024.

The following members were present: Supervisor Dan Wanink, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Jennifer Kailing and Stephanie Morgan.

Absent: None

Public Present: Nick Vawter, Judy Davis

Dan Wanink called the meeting to order at 7:00 PM and led the attendees in the Pledge of Allegiance.

Motion to approve November 13, 2024 minutes was made by Jennifer Kailing and seconded by Phyllis Carlson. All Ayes. Motion carried.

OLD BUSINESS

Dan Wanink gave an update on the quotes for mowing the cemetery. He has one quote and waiting for a second .

Stacie Langworthy updated the Board on the reimbursement for the security camera and ballot box installation: She had to resubmit the forms because the security camera and ballot box installation accrued on separate Fiscal Years. This was completed and no other information is needed to complete the reimbursement.

Jennifer Kailing gave an update on the Cemetery Ordinance and Sexton: Jennifer is going to send the Board members the proposed updated Ordinance and Sexton duties. The Board will review the information and discuss at the January meeting.

Jennifer Kailing also updated the Board that the Planning Board is working on the survey and will most likely be going out with tax bills in 2025 Summer taxes. There might also be an online option.

There was more discussion on the Sexton pay and position. Nothing has been determined yet. Mike Mohnke had mentioned being interested in the Sexton position.

Dan Wanink gave an update on the parking lot sealing and line painting: He has reached out to Ideal Asphalt for a quote on this project. He will update the Board at the January meeting.

Joel Schultz is going to wait until nicer weather to do the stump grinding at the cemetery.

NEW BUSINESS

BOR required training was discussed. Stacie Langworthy will get the information to the BOR members. A motion was made by Dan Wanink to move \$800.00 from the General Fund to the BOR training budget and seconded by Stacie Langworthy. All Ayes. Motion carried

Stacie Langworthy informed the Board that more ballot bags were needed. Dan Wanink made a motion to approve \$110.00 to order 2 ballot bags and Stacie Langworthy seconded it. All Ayes Motion carried.

Finding a replacement for David Kailing: David is done digging graves. There is a phone call out to someone to see if they would be interested. Dan Wanink is working on this. He will update the Board at the next meeting.

MTA training: There was discussion on the MTA training for new hires and all Board members. This discussion led to talk on the Annual training. Dan Wanink would like for all the Board members to attend the Annual training. The training for new hires and current Board members is in January of 2025. The board agreed to make individual decisions on going to this training by December 23, 2024. They will notify Stacie of their decision by December 23, 2024. A motion was made by Phyllis Carlson and seconded by Stacie Langworthy to move \$ 900.00 from General Fund to Board member training. All Ayes. Motion passed.

Stacie Langworthy gave an update on the Accident Fund policy: After several months she has finally had success in getting the company to get the account in the correct name and address. They were mixing up Newaygo County and Missaukee County which both have a Norwich Township. Our account has been on hold and our Policy is current.

Stacie Langworthy provided the Board with the Quarterly Budget. All accounts are in good standing, no amendments are needed.

A motion was made to approve 2025 meeting dates for the Township Boards by Dan Wanink and seconded by Phyllis Carlson. All Ayes. Motion carried.

RESOLUTIONS

Phyllis Carlson made a motion to approve Resolution number 2024-12 Accepting Letters of Protest. Stacie Langworthy seconded. ROLL CALL VOTE: Ayes: Dan Wanink

Supervisor, Stacie Langworthy Clerk, Phyllis Carlson Treasurer, Jennifer Kailing and Stephanie Morgan, Trustees

Nays: none

Resolution adopted

Phyllis Carlson made a motion to approve Resolution number 2024-13 Alternate Starting Dates BOR- 2025 Stacie Langworthy seconded. ROLL CALL VOTE:

Ayes: Dan Wanink Supervisor, Stacie Langworthy Clerk, Phyllis Carlson Treasurer, Jennifer Kailing and Stephanie Morgan, Trustees

Nays: None

Resolution adopted

Phyllis Carlson made a motion to approve Resolution number 2024-14 Property Tax Poverty Exemption. Stacie Langworthy seconded. ROLL CALL VOTE: Ayes: Dan Wanink Supervisor, Stacie Langworthy Clerk, Phyllis Carlson Treasurer, Jennifer Kailing and Stephanie Morgan Trustees

Nays: None

Resolution adopted

Dan Wanink made a motion to approve Scott McCumber's 2024-2025 Fiscal Year Shoveling Contract and Phyllis Carlson seconded.. All ayes. Motion carried.

Dan Wanink made a motion to approve Bob Spedoske's 2024-2025 Fiscal Year Snow Plowing Contract and Phyllis Carlson seconded. All Ayes. Motion carried.

Discussion was held regarding a T.V., internet and Hall rental pricing. It was tabled until the January 2025 meeting.

Dan Wanink asked about hosting the NCTOA meeting next year at the Hall. The Board decided to have the Planning Board talk about what month would work best for them to move their meeting and plan to do it in 2026. Some members did not feel that it was fair to ask them on such short notice to change a meeting date. Meeting dates were approved at this meeting so they could be published before the January meeting.

ZONING ADMIN. REPORT

See Attached

PUBLIC COMMENT

Nick Vawter stated that we need an updated zoning map at the Hall per the Zoning Ordinance.

TREASURER'S REPORT

EMS \$ 23,718.34
FIRE \$ 374.53
ROADS \$ 31,607.13
GEN. FUND \$ 288,756.26

TOTAL \$ 344,456.26

Motion to approve Treasurer's report was made by Dan Wanink and seconded by Stephanie Morgan. All Ayes. Motion carried.

PRESENTATION OF CHECKS

Treasurer Phyllis Carlson presented the following checks for approval:

| | |
|-------------------------------|---------------------------------|
| 7516 Great Lakes Energy | \$ 170.84 Hall/Cemetery |
| 7517 Accident Fund Ins. | \$ 757.00 Insurance |
| 7518 Angela Barnes | \$ 37.43 Plan. Board wages |
| 7519 Elery Barnes | \$ 44.04 BOR wages |
| 7520 Richelle Boerma | \$ 110.35 Dep. Sup. salary |
| 7521 Timothy Boerma | \$ 942.82 Sup/Dep. Sup wage |
| 7522 Phyllis Carlson | \$ 2,308.22 Treas./web salary |
| 7523 Judith Davis | \$ 115.63 Dep. Treas. wage |
| 7524 Dakota Jones | \$ 115.63 Dep. Clerk wage |
| 7525 Jennifer Kailing | \$ 370.46 Plan./ Trustee wage |
| 7526 Stephanie Morgan | \$ 111.00 Trustee wage |
| 7527 Jill Gregory | \$ 182.52 BOR/ Plan. etc. |
| 7528 Joel Schultz | \$ 44.04 BOR wage |
| 7529 Ezra Scott | \$ 37.43 Plan. Brd. wage |
| 7530 Ruth Scott | \$ 81.49 Pl. Brd Sec. wage |
| 7531 Nick Vawter | \$ 809.42 Zon. Admin. Salary |
| 7532 Daniel Wanink | \$ 1,002.70 Supv/BOR salary |
| 7533 Stacie Langworthy | \$ 2,341.63 Clerk salary/ reim. |
| 7534 Ferris Printing Services | \$ 102.89 Tax Rolls/Bills |
| 7535 Brian Story | \$ 2,202.50 Assessor salary |

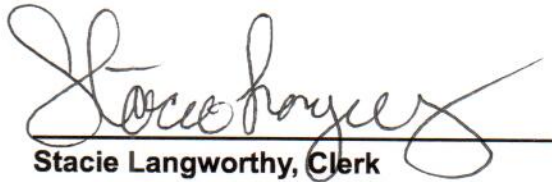
Stacie Langworthy made a motion to approve the checks to pay the bills and Jennifer Kailing seconded. All Ayes. Motion carried.

PUBLIC COMMENT

Nick Vawter informed us of the Christmas parade at the Woodville Country Store on December 21, 2024 at 5:00 pm. All are welcome to watch or participate.

Motion to adjourn meeting was made by Jennifer Kailing and seconded by Stephanie Morgan.

Meeting Adjourned at 8:55 pm



Stacie Langworthy, Clerk

Norwich Township

Zoning Administrator's Monthly Report November 2024

Nick Vawter

11-07-24

I received a call from Kevin with the building department at the County. He was inquiring about a Zoning approval I gave to Jim Widdis on 10-07-24 to make an addition to his Pole Barn at 8455 E 7 Mile Rd. Evidently when Jim went to request his building permit from the County he disclosed to him that he was planning to build sleeping quarters and add a bathroom. Kevin just needed township approval, which I provided as long as he complies with the County requirements.

11/12/2024

I received an email from Caleb Newlin on 11/12/24 requesting information about a land division for his mother Agnes Kailings 38 acre parcel. We emailed back and forth several times and eventually he came to the store to pick up a land division form. Agnes completed it and I approved his conforming split on 11-14-24 of 5 acres from the original 38.

11/18//2024

I received an email from Sheri Witte first inquiring if 2 residences are permitted on one parcel. After replying that this is not permitted, she replied back asking for information to combine 2 parcels. Then I received a call and subsequent visit from her daughter Christine Witte on 6291 Tyler St regarding the combination. I provided her with the forms and assisted in filling out. I'm still waiting for her to return.

11-21-24

I received a call from Edie Carnie from Atwell, LLC inquiring if we had passed any new amendments to our Solar Ordinances. I replied that they are currently unchanged.