

## Norwich Township 2020 Minutes Summary

1/11/20

- Seven Mile Road issue tabled until spring; action to be determined by Road Commission
- Zoning Administrator's report was presented
- Discussed purchase of new MTA *Duties & Requirements of Township Officials*
- Supervisor presented an update on the cemetery project undertaken by the Planning Commission
- Schedule of meetings presented for Board, Planning Commission & ZBA

2/12/20

- Budget line items were amended
- Rates for hall rental set at \$50.00 first day and \$25.00 for additional days with a maximum amount of 3 consecutive days. Security deposit will also be \$50.00 first day and \$25.00 for each consecutive day.
- Road Commission indicated work on Cypress will be done this year rather than wait for Federal funding
- County plans to hold tire collection day in addition to hazardous waste collection; more information later
- Four elections this year. Big Rapids Public Schools will have a special election this year in May. Norwich Township will host Barton, Monroe and Goodwell, as well as Norwich voters.
- Township Board will attend Planning Meeting on March 4.

3/11/20

- Resolutions to add Fire and Road renewal millages to the August election ballot were approved
- Amendments to the 2019-2020 budget to replace estimated revenues with actual amounts were approved
- Motion to hire Stephanie Rockey as Assessor to replace outgoing Jeanne LaVallee was approved
- Sexton's wages were set
- DB Brine proposal for brining twice a year was approved

4/8/20

Due to the Governor's Executive Order stating that all residents stay in their own homes and conduct essential business only, no old business was discussed. Minutes of prior meeting and the current bills were approved.

5/13/20

Due to the Governor's Executive Order stating that all residents stay in their own homes and conduct essential business only, no old business was discussed. Minutes of prior meeting, budget amendments and the current bills were approved. A letter of resignation was received from Trustee Joyce Patrick due

to her relocation out of the Township. Dan Wanink was appointed to fill the remainder of her term and serve in her place on the Zoning Board of Appeals. Larry Patrick gave up his position on the Board of Review where he had served for many years.

6/10/20

- Discussed the following repair quotes: replacement of kitchen countertop, windows and siding. Repairs to countertop approved; replacement of windows and siding to be addressed at a later time
- Discussed progress of road work on Skiberian Drive which is in the hands of the Forest Service and not the Township nor County
- Zoning Administrator's Report was presented
- Discussed Clean Up Day; Phyllis and Angela plan to be on hand
- Financial statement to be prepared by H&S Companies
- Budget amendments--line item amounts were adjusted; Assessor's total budget remains the same
- Discussed possibility of obtaining a credit card for the Township

7/8/20

- Township Clean Up Day - 37 trips by 29 residents
- Township Credit Card - Clerk provided copies of Michigan Complied Laws to acquire a card; discussion to continue at August meeting
- Discussion of condition of road at eastern end of Hungerford Lake Drive; Supervisor will drive there after the meeting and call Road Commission to discuss. Driveways are barely accessible by property owners.
- Hall rental has been suspended due to the Executive Order from the Governor prohibiting indoor gatherings of more than 10 people or outdoor activities of more than 100. An additional fee of \$25.00 will be assessed for sanitizing. The hall will not be available for yard sales.
- Maturation of CD"s - Due to low interest rates, Board elected to renew 2 CD"s for only 3 months at 0.34%
- Condition of 7 Mile Road -Due to the damage done by beavers, the Road Commission is planning to return it to gravel

8/12/20

- Discussion regarding Township credit card, elected officials' usage and limits
- Discussion regarding possible millage for gypsy moth spraying. Cost is \$100/acre; Township contains 10,000 acres. One mill provides \$21,000 in revenue. Time frame has passed for adding millage proposal to November ballot. At this time, best course of action is to organize a mailing to Conservation District of DNR.
- Discussed FOIA requests and charges
- Township millages passed
- Condition of E Lake Trail has improved with addition of gravel by Road Commission
- Road Commission plans to remove a portion of the pavement on 7 Mile Rd and return it to gravel

9/9/20

- Township credit card resolution and policy approved
- Countertop in town hall to be replaced

- Ballot box received from State of Michigan which will be installed at town hall
- No rentals until Governor's Executive Order is lifted

10/14/20

- Renovation of kitchen counter top has been completed
- Hall rentals not permitted at this time due to orders from State Health Dept
- Request to widen Beech Avenue is denied
- Road Commission has agreed to turn flooded portion of 7 Mile Road into gravel
- Ryan Coffey, MSU Land Use Unit, advised Board to take necessary action to complete the property line correction
- Review by Hazard Mgmt recommended sign be posted at cemetery stating that water is not potable. Other recommendations will follow.
- Special Use Permit may be needed for commercially zoned property changing ownership
- Budget amended for Assessor's operating supplies and Election supplies

11/11/20

- Veteran's Day recognized
- Credit Card acquisition to be completed by Clerk and Treasurer
- No Hall rentals at this time due to State Health Dept orders
- Clerk applied for and received a \$5000 grant for assisting small townships with safe elections during COVID
- Budget amendments to elections presented and approved
- New legislation regarding mining operations and gravel pits shared by MTA
- State of Michigan requires interim assessor if Township assessor doesn't successfully complete training /education and if Township doesn't pass AMAR requirements

12/9/20

- Due to current orders from the Health Dept., the Hall will not be rented at this time
- Spreadsheet showing all expenditures of Election Grant was reviewed. Election workers were granted hazard pay through the Grant funding
- Names of new Trustees, Dan Wanink and Jennifer Kailing, to be added to exterior sign
- Supervisor advised that Board of Review denied adjustment request; resident will follow appeal procedures

