

**NORWICH TOWNSHIP BOARD MINUTES
DRAFT MINUTES
FEBRUARY 11, 2026**

The Norwich Township Board met at 7:00 P.M. on Wednesday, February 11, 2026 at the Norwich Township Hall.

The following Board members were present: Supervisor Daniel Wanink, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustee Jennifer Kailing, Trustee Stephanie Morgan.

Absent: None

Staff present: Nick Vawter

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

Motion to approve January 14, 2026 Draft minutes was made by Stacie Langworthy, 2nd by Stephanie Morgan. All Ayes. Motion carried.

COMMITTEE REPORTS

- Zoning Admin. Report- See attached
- Planning Commission - Jennifer updated the Board that they will be working on the Master Plan and going through it in sections. Pages 1-25 will be the first section.
- ZBA- None
- BOR- None

PUBLIC COMMENT

None

UNFINISHED BUSINESS

Dan provided an update on Great Lakes Energy

NEW BUSINESS

Stacie provided the Board with the monthly budget report.

Phyllis Carlson made a motion to set return item fee for non sufficient funds at \$25.00, 2nd by Jennifer Kailing. All Ayes. Motion carried.

Resolution No. 2026-08 Zoning Administrator's contract and job description was voted on by roll call vote. All Ayes. Resolution adopted.

The Board signed the Principles of Governance and it will be posted on the web page.

Hold Harmless contract for Tru Green will be moved to the March meeting.

Stacie Langworthy made a motion to approve the Hold Harmless contract for Custom Cuts, 2nd by Dan Wanink. All Ayes. Motion carried.

Stacie Langworthy made a motion to approve the Hold Harmless contract for snow plowing/shoveling with Steven McCumber, 2nd by Phyllis Carlson. All Ayes. Motion carried.

Resolution No. 2026-09 Board Members and Hall Janitor Spending Allowance was voted on by roll call vote. All Ayes. Resolution adopted

Proposed FY 2026-2027 budget will be emailed to Board members to review before Budget Hearing next month.

Stacie Langworthy, Clerk will be emailing materials to Board members to review ahead of the meeting to save money on paper and toner. She will provide the agenda and minutes in hard copy.

TREASURER'S REPORT

ROADS	147,055.42
EMS	59,159.48
FIRE	15,018.76
GEN. FUND	<u>261,286.51</u>
TOTAL	\$ 482,520.17

Motion to approve Treasurer's report was made by Dan Wanink, 2nd by Stephanie Morgan. All Ayes. Motion carried.

PRESENTATION OF CHECKS

Treasurer Phyllis Carlson presented the following checks for approval:

SEE ATTACHED PRESENTATION OF CHECKS/ EXPENDITURES REPORT

Motion to approve check #7788 through check #7798 to pay the bills was made by Jennifer Kailing, 2nd by Stacie Langworthy. All Ayes. Motion carried.

Motion to adjourn the meeting was made by Stephanie Morgan, 2nd by Jennifer Kailing. All Ayes. Motion carried.

Meeting adjourned at 7:48 PM

Stacie Langworthy, Clerk

Norwich Township

Zoning Administrator's Monthly Report January 2026

Nick Vawter

1-19-26

I received a call from Chris Victory who owns property in Norwich Township. He was inquiring about the options for constructing a dwelling. I told him some of the minimum requirements and that he would need Zoning Compliance form completed and would need to pursue a building permit from the County.

1-29-26

I received a call from Kelsey Senyk who now owns Airborne Salvage. She was needing me to approve her Used Car Dealership application through the S.O.M. I approved her request.

**Township of Norwich, County of Newaygo, State of Michigan
Presentation of Checks/Expenditures Draft Report: February 11, 2026**

Accounts Payable

Check Date	Check #	Payee	Amount	Memo
02/11/2026	7779	Great Lakes Energy Cooperative	\$169.55	1. Utilities: Electric for Town Hall for Period 12/22/2025 - 01/23/2026 (\$111.50) 2. Utilities: Electric for Cemetery for Period 12/22/2025 - 01/23/2026 (\$58.05)
02/11/2026	7780	Truestream (Great Lakes Energy Cooperative)	\$73.99	Utilities: Internet for Town Hall (Billing Period: 03/01/2026 - 03/31/2026)
02/11/2026	7781	Freeman Propane	\$275.22	Invoice #: U0156070 / Utilities: Propane for Town Hall (Fill Date: 01/19/2026)
02/11/2026	7782	BS&A Software	\$498.00	Invoice #: 165589 / Contract for Tax Software Annual Service/Support Fee (Coverage Dates: 02/01/2026 - 02/01/2027)
02/11/2026	7783	Bloom Sluggett, PC (VOIDED)	\$0.00	VOIDED (Due to Misprint)
02/11/2026	7784	Bob Spedoski	\$325.00	Invoice #: 824324 for Town Hall Snowplowing (Dates of Services: 01/01, 01/12, 01/17, 01/20, 01/22 @ \$65.00 each = \$325.00)
02/11/2026	7785	Michigan Media Group (formerly paid as The Pioneer Group)	\$511.92	1. Invoice #: 810152818 / Hazardous Materials Cost Recovery Ordinance Publication on 01/21/2026 (\$408.78) 2. Invoice #: 810152819 / 2026 Board of Review Notice Publication on 01/20/2026 (\$103.14)
02/11/2026	7786	Michigan Townships Association	\$400.00	Invoice #: 466301 / 2026 MTA Annual Conference & Expo (In-Person) Registration
02/11/2026	7787	State of Michigan	\$2,150.66	MI SUW Annual Return: Employee State Income Tax Withheld for Tax Year 2025
02/11/2026	7798	Bloom Sluggett, PC	\$382.50	1. Invoice #: 27619 for Township Board: Contracted Legal Services through 12/31/2025 (\$306.00) 2. Invoice #: 27771 for Township Board: Contracted Legal Services through 01/31/2026 (\$76.50)
Total Accounts Payable			\$4,786.84	

**Township of Norwich, County of Newaygo, State of Michigan
Presentation of Checks/Expenditures Draft Report: February 11, 2026**

Payroll & Employee Reimbursements

Check Date	Check #	Payee	Amount	Memo
02/11/2026	7788	Benjamin Avery	\$37.43	Planning Commission Member Per Diem for 02/04/2026 Meeting (\$42.50) - Payroll Deductions (\$5.07)
02/11/2026	7789	Angela Barnes	\$46.25	Planning Commission Chairperson Per Diem for 02/04/2026 Meeting (\$52.50) - Payroll Deductions (\$6.25)
02/11/2026	7790	Elery Barnes	\$68.69	1. Board of Review Half-Day Training on 02/06/2026 (\$50.00) - Payroll Deductions (\$5.96) 2. Reimbursement: Board of Review Mileage for Training on 02/06/2026 (34 miles @ \$.725/mile = \$24.65)
02/11/2026	7791	William (Chuck) Bonning	\$101.16	Reimbursement: 2 Flags for the Town Hall [Invoice #: 000024338 from Gettysburg Flag Works on 01/16/2026]
02/11/2026	7792	Jennifer Kailing	\$37.43	Planning Commission Member Per Diem for 02/04/2026 Meeting (\$42.50) - Payroll Deductions (\$5.07)
02/11/2026	7793	Stacie Langworthy	\$241.72	1. Reimbursement: Clerk Office Supplies: Printer Toner (\$102.07) [Order #0001837497 from Brother USA on 01/18/2026] 2. Reimbursement: Clerk's Operating Expense: QuickBooks (\$57.50) 3. Reimbursement: Treasurer's Operating Expense: QuickBooks (\$57.50) [Invoice #: 10001458479730 from Intuit on 01/12/2026 for \$115.00] 4. Reimbursement: Clerk's Operating Expense: 1099-NEC Filing Fee (\$24.65) [Receipt #: TBS01-033-457483-00001 from Tax Bandits on 02/02/2026]
02/11/2026	7794	Joel Schultz	\$64.34	1. Board of Review Half-Day Training on 02/06/2026 (\$50.00) - Payroll Deductions (\$5.96) 2. Reimbursement: Board of Review Mileage for Training on 02/06/2026 (28 miles @ \$.725/mile = \$20.30)
02/11/2026	7795	Ezra Scott	\$37.43	Planning Commission Member Per Diem for 02/04/2026 Meeting (\$42.50) - Payroll Deductions (\$5.07)
02/11/2026	7796	Ruth Scott	\$85.42	Planning Commission Secretary Per Diem for 02/04/2026 Meeting (\$92.50) - Payroll Deductions (\$7.08)
02/11/2026	7797	Jill Gregory	\$108.51	1. Board of Review Half-Day Training on 02/06/2026 (\$50.00) 2. Hall Janitor Per Diem for 02/07/2026 Rental (\$25.00) 3. Planning Board Member Per Diem for 02/04/2026 Meeting (\$42.50) - Payroll Deductions (\$8.99)
Total Payroll & Reimbursements			\$828.38	

Total Accounts Payable & Payroll Expenditures \$5,615.22