

NORWICH TOWNSHIP BOARD MEETING

February 14, 2024

APPROVED

The Norwich Township Board met on Wednesday, February 14, 2024 at 7:00 P.M

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

Public present: Deputy Supervisor Richelle Boerma, Deputy Clerk Dakota Jones, Zoning Administrator Nick Vawter, Chuck and Rachel Bonning, Isaiah Davison .

seconded by Jennifer Kailing. All ayes. Motion carried.

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

Motion to approve January 10, 2024 minutes was made by Dan Wanink;

NEW BUSINESS

Board reviewed 3 road bids from the Newaygo County Road Commission. A motion was made by Jennifer Kailing; seconded by Stacie Langworthy to accept the BID to Crush, Shape and Pave Cottonwood Ave from 9 Mile Rd, south approximately 4,300 ft., for \$153,800.00. All ayes. Motion carried.

OLD BUSINESS

The Board reviewed the handout from Deputy Clerk Dakota Jones on the Quick Books Comparison from Desk Top to Online Version. Dakota gave information and answered questions. Motion was made to move forward with the Online Version by Dan Wanink; seconded by Phyllis Carlson. Start date March 1, 2024. All ayes. Motion carried.

It was agreed that Dakota Jones will be completing the QuickBooks conversion from desktop to online version and providing training services, advisory services as needed.

NEW BUSINESS

Zoning Administrator report given by Nick Vawter. See attached report.

2024-2025 wages and salary schedule was reviewed, motion to approve was made by Tim Boerma; seconded by Dan Wanink. All ayes. Motion carried.

At 7:30, motion to close meeting for the Budget Hearing, made by Stacie Langworthy, seconded by Jennifer. All ayes. Motion carried.

At 7:38, motion to reconvene board meeting made by Stacie Langworthy; seconded by Phyllis Carlson. All ayes. Motion carried.

Mileage reimbursement at the Federal rate of 65.5 cents per mile was reviewed. It was agreed that we need to follow the Federal rate yearly and adjust accordingly. Motion made by Tim Boerma; seconded by Phyllis Carlson. All ayes. Motion carried.

Resolution to Amend Budget: Following State of Michigan guidelines and their resolution sample, and as recommended by the H&S Audit firm, a "Proposed General Appropriations Act for FY 2024-2025," which included the new budget, was presented to the Board. The Supervisor stated he didn't have enough time to review. Resolution was not voted on.

Amendment to Assessor's salary: Salary was raised \$1,000 for the contract year 2024-2025. Phyllis Carlson motioned to approve the amendment to the contract; seconded by Tim Boerma. All ayes. Motion carried.

Phyllis Carlson made a motion and Stacie Langworthy seconded it, to approve the renewal of millages to be put on the August ballot at the following rates: Roads 3 mills, Fire 1 mill and EMS 1 mill. All ayes. Motion carried.

Phyllis Carlson made a motion and Stacie Langworthy seconded it, to approve placement of new millage for Big Rapids Public Library 3/10 mill on August ballot (if millage is approved, budget will be amended at that time) All ayes. Motion carried.

Equalization contract was explained

PUBLIC COMMENT

Isaiah Davison told the board that the FOIA request that he asked for, and received, did not include the Zoning Administrator. Clerk stated that her intent in the information provided to him from the FOIA requested from the January 10, 2024 meeting had included Nick Vawter. Clerk stated she would send Isaiah an email in regards to completing the FOIA request with Nick Vawters information that was requested (any emails, text, phone records, etc. In regards to Todd Dalman's special use permit). Isaiah stated that the Zoning Administrator is not doing his job. He has retained a lawyer from Reed City in regards to the previous FOIA, prior to the January 10, 2024 FOIA, that was not completed according to his records. Also, he stated that issues he has brought to the Board are not being followed up on.

New Business

Dan Wanink made a motion and Tim Boerma seconded it for the trustee salary to be paid quarterly beginning April 2024. First check June 2024.

Dan Wanink presented township wage information to the board and made a motion to raise the Supervisor's salary \$1,000.00 for the fiscal year 2024-2025, Stacie Langworthy seconded; All ayes. motion carried.

Resolution #24-02-1 to increase Supervisor's salary was voted on by roll call.

Stacie Langworthy Aye
Phyllis Carlson Aye
Dan Wanink Aye
Jennifer Kailing Aye
Tim Boerma abstained his vote

Dan Wanink introduced information on a free .gov website to use in place of GoDaddy. It was suggested that we try it for a month.

2023-2024 Budget Amendments

Motion made by Tim Boerma to move \$600 out of Bldg and Grounds Maintenance to BOR wages. Stacie Langworthy seconded. All ayes. Motion carried.

Motion was made by Jennifer Kailing and seconded by Stacie Langworthy to approve 2024-2025 budget after amending the budget to allow for adjustment in the Supervisors salary. All Ayes. Motion carried.

Motion by Phyllis Carlson to move \$2,300.00 from general fund to Treasurer's Prof. Services, seconded by Stacie Langworthy. All Aye. Motion carried.

TREASURER'S REPORT

GENERAL \$293,243.90

ROAD \$102,228.71

EMS \$ 36,434.92

FIRE \$ 13,629.74

TOTAL \$445,537.27

PRESENTATION OF CHECKS

Treasurer Phyllis Carlson presented the following checks for approval:

7310 Danial Wanink \$ 116.37 Salary

7311 Elery Barnes \$ 46.17 Education
7312 Jennifer Kailing \$116.37 Salary
7313 Jill Gregory \$ 46.17 Education
7314 Joel Schultz \$ 66.17 Education/mileage
7315 Phyllis Carlson \$ 71.79 Office Supplies
7316 VOID
7317 Tim Boerma \$ 24.53 Building & Grounds
7318 Bob Spedoske \$ 325.00 Snow plowing
7319 Ferris Printing \$ 263.50 ZA/Treasurer
7320 Pioneer \$ 312.75 Publications
7321 Newaygo Co Tres. \$ 3.84 Chargeback
7322 VOID
7323 Freeman Propane \$ 334.51 LP for Hall
7324 Great Lakes Energy \$ 156.85 Hall/cemetery
7325 BS&A \$ 470.00 Annual-Treas
7326 New. Co. EQ . \$ 1,150.38 Twp Contracts
7327 VOID
7328 Stacie Langworthy \$ 998.85 printer/election supplies

Motion by Dan Wanink and seconded by Jennifer Kailing to approve the checks and pay the bills. All Ayes. Motion carried.

PUBLIC COMMENT No public comment

Motion to adjourn by Jennifer Kailing seconded by Tim Boerma. All Ayes. Motion carried.