

**NORWICH TOWNSHIP BOARD MINUTES
APPROVED MINUTES
March 11, 2026**

The Norwich Township Board met at 7:00 P.M. on Wednesday, March 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. Stacie was late.

Absent: None

Staff present: Nick Vawter

Dan Wanink called the meeting to order at 7:07 P.M. and led the attendees in the Pledge of Allegiance.

Motion to approve February 11, 2026 Draft Minutes was made by Jennifer Kailing, 2nd by Stephanie Morgan. All Ayes. Motion carried.

COMMITTEE REPORTS

- Zoning Admin. Report- See attached
- Planning Commission - Ryan Coffey stated that the Planning Commission needs to advise the electric co. and surrounding townships that the Planning Commission is going over the Master Plan and possibly making changes/updates. The Planning Commission can take notes and go over materials but cannot make any changes until everyone has been notified.
- ZBA- None
- BOR- No one came to discuss their taxes

PUBLIC COMMENT

None

UNFINISHED BUSINESS

Dan provided an update on Great Lakes Energy that they will give us a credit 3 years back.

NEW BUSINESS

ITC- Dan shared information from attending a listening meeting about a power line that is planned to travel from Ludington to the Midland area.

Monthly budget report was provided. Amendments were brought to the Board and Stepahnie made a motion to approve, 2nd by Stacie Langworthy. All Ayes. Motion carried.

Jennifer Kailing made a motion to approve the Treasurers's Quick Books Online Training Contract with Sue Chester, 2nd by Dan Wanink. All Ayes. Motion carried.

Stacie is going to email the price for shredding to Board members. Shredding will be available during the Annual Township Clean-up Day, the second Saturday in June. Shredding will be offered as a one time deal; first come first serve and only one 11x17x12 box. Stacie is going to call Mike and reserve our dumpsters

7:30 pm the board took a recess to start the Budget Hearing meeting.

7:45 pm the Board reconvened the Board meeting.

TREASURER'S REPORT

ROADS	186,133.46
EMS	72,821.33
FIRE	28,552.13
GEN. FUND	<u>280,750.14</u>
TOTAL	\$ 568,257.06

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

PRESENTATION OF CHECKS

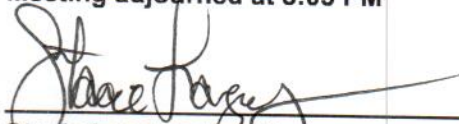
Treasurer Phyllis Carlson presented the following checks for approval:

SEE ATTACHED PRESENTATION OF CHECKS/ EXPENDITURES REPORT

Motion to approve check #7799 through check #7819 to pay the bills was made by Stacie Langworthy, 2nd by Dan Wanink. All Ayes. Motion carried.

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

Meeting adjourned at 8:03 PM


Stacie Langworthy, Clerk

Norwich Township

Zoning Administrator's Report February 2026

Nick Vawter

2-26-26

I received a call from Dennis Traynor who owns property in Norwich Township. He was inquiring about the options for dividing property. While he was awaiting my reply he contacted Phyllis Carlson and she answered most of his questions. When I returned his call he said he was "all set." And would contact me if he needed more assistance.

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

Payroll & Employee Reimbursements

Check Date	Check #	Payee	Amount	Memo
03/11/2026	7799	VOIDED	\$0.00	VOIDED (Due to Misprint)
03/11/2026	7800	Timothy Boerma	\$115.63	Deputy Supervisor Quarterly Salary for FYE26-Q4 (\$131.25) - Payroll Deductions (\$15.62)
03/11/2026	7801	Phyllis Carlson	\$2,387.30	1. Treasurer Quarterly Salary for FYE26-Q4 (\$2,500.00) 2. Website Manager Quarterly Salary for FYE26-Q4 (\$120.00) - Payroll Deductions (\$311.78) 3. Reimbursement: Treasurer: Office Supplies (\$36.87) 4. Reimbursement: Treasurer: Mileage to White Cloud for Tax Settlement (\$22.48)
03/11/2026	7802	VOIDED	\$0.00	VOIDED (Due to Misprint)
03/11/2026	7803	Dakota Jones	\$121.21	Deputy Clerk Quarterly Salary for FYE26-Q4 (\$131.25) - Payroll Deductions (\$10.04)
03/11/2026	7804	Jennifer Kailing	\$333.01	Trustee Quarterly Per Diem for FYE26-Q4 (\$378.00) - Payroll Deductions (\$44.99)
03/11/2026	7805	Stacie Langworthy	\$2,349.29	1. Clerk Quarterly Salary for FYE26-q4 (\$2,500.00) - Payroll Deductions (\$297.50) 2. Reimbursement: Sheet Protectors [Amazon] (\$31.79) 3. Reimbursement: Clerk: Operating Exp: Clerk 1/2 of QuickBooks Online (\$57.50) 4. Reimbursement: Treasurer: Operating Exp: Treasurer 1/2 of QuickBooks Online (\$57.50)
03/11/2026	7806	Stephanie Morgan	\$333.01	Trustee Quarterly Per Diem for FYE26-Q4 (\$378.00) - Payroll Deductions (\$44.99)
03/11/2026	7807	VOIDED	\$0.00	VOIDED (Due to Misprint)
03/11/2026	7808	Brian Story	\$2,202.50	Assessor Quarterly Salary for FYE26-Q4 - Payroll Deductions (\$297.50)
03/11/2026	7809	Nick Vawter	\$965.79	1. Zoning Admin. Quarterly Salary for FYE26-Q4 (\$965.00) 2. Deputy Treasurer Quarterly Salary for FYE26-Q4 (\$131.25) - Payroll Deductions (\$130.46)
03/11/2026	7810	Daniel Wanink	\$2,034.47	1. Supervisor Quarterly Salary for FYE26-Q4 (\$1,825.00) 2. Cemetery Manager Quarterly Salary for FYE26-Q4 (\$378.00) - Payroll Deductions (\$168.53)
03/11/2026	7817	Elery Barnes	\$176.20	1. Board of Review Half-Day Meeting Per Diem on 03/03/26 (\$50.00) 2. Board of Review Full-Day Meeting Per Diem on 03/10/26 (\$75.00) 3. Board of Review Full-Day Meeting Per Diem on 03/11/26 (\$75.00) - Payroll Deductions (\$23.80)

03/11/2026	7818	Jill Gregory	\$187.89	1. Board of Review Half-Day Meeting Per Diem on 03/03/26 (\$50.00) 2. Board of Review Full-Day Meeting Per Diem on 03/10/26 (\$75.00) 3. Board of Review Full-Day Meeting Per Diem on 03/11/26 (\$75.00) - Payroll Deductions (\$15.30) + Payroll Deduction Correction (\$3.19)
03/11/2026	7819	Joel Schultz	\$176.20	1. Board of Review Half-Day Meeting Per Diem on 03/03/26 (\$50.00) 2. Board of Review Full-Day Meeting Per Diem on 03/10/26 (\$75.00) 3. Board of Review Full-Day Meeting Per Diem on 03/11/26 (\$75.00) - Payroll Deductions (\$23.80)

Total Payroll & Reimbursements **\$11,382.50**

Accounts Payable

Check Date	Check #	Payee	Amount	Memo
03/11/2026	7811	Great Lakes Energy Cooperative	\$163.28	1. Utilities: Electric for Town Hall for Period 01/23/26 - 02/21/26 (\$105.23) 2. Utilities: Electric for Cemetery for Period 01/23/26 - 02/21/26 (\$58.05)
03/11/2026	7812	Truestream (Great Lakes Energy Cooperative)	\$73.99	Utilities: Internet for Town Hall (Billing Period: 04/01/26 - 04/31/26)
03/11/2026	7813	Freeman Propane	\$343.04	Invoice #: U0017304 / Utilities: Propane for Town Hall (Delivery Date: 02/24/26)
03/11/2026	7814	Apex Software	\$260.00	Invoice #: 333264 / Sketching Software (Annual Maintenance Renewal (Coverage Dates: 02/01/26 - 02/01/27)
03/11/2026	7815	Michigan Media Group (formerly paid as The Pioneer Group)	\$103.14	Invoice #: 810160349 / 2026 Board of Review Notice
03/11/2026	7816	Transparent Accounting Solutions, LLC	\$437.50	Invoice #: 2025-0301 / Contracted Accounting Services for 01/15/26 - 03/11/26

Total Accounts Payable **\$1,380.95**

Total Accounts Payable & Payroll Expenditures **\$12,763.45**