

Norwood Township Board of Trustees Meeting
Meeting Minutes
August 20, 2018 Approved Minutes
Norwood Township Hall

Call to Order – Meeting called to order at 7:00 P.M.

Pledge of Allegiance – by all present

Roll Call – Warner-present, Pajtas-present, Ridenour-present, Smolenyak-present, Spilis-present.

Approval of July 16, 2018 Meeting Minutes – MM by Warner to approve the minutes, 2nd by Spilis. Smolenyak stated under the Treasurer’s report it should state “there was enough left in the General Fund to pay the bills through December”. Amended MM by Warner to approve the amended Minutes, 2nd by Pajtas. Motion carried to approve Minutes 5-0.

Approval of July 30, 2018 Special Meeting Minutes – MM by Warner to approve the minutes, 2nd by Smolenyak. Motion carried to approve minutes 5-0.

Public Comment related to Agenda - None

Approval of Agenda – Ridenour stated he wanted to add Lakeshore Drive Speed Study to New Business and Warner asked to add a discussion the on the Planning Commission Chair and Members to New Business. MM by Warner to approve amended Agenda, 2nd by Smolenyak. Motion carried to approve agenda as amended 5-0.

Supervisor’s Report –

Supervisor Ridenour said he talked to Marion Township Supervisor John Martin on July 17, 2018 about the situation with Warner Road. Martin stated that Marion Township has a five year plan for their road work and Warner Road is not on that plan. Ridenour said he met with Jim Vanek from the Charlevoix County Road Commission along with Bill Gnodtke to get an estimate for the approximately 1.7 miles on Warner Road that needs to be fixed. When the estimate for Warner Road is done Ridenour will meet with Martin again to discuss. Ridenour also stated he asked for another estimate for Beatty Road since the cost of asphalt has changed.

Supervisor reported the previous approved light for the intersection of US 31 and Richardson Road was discussed with Great Lakes Energy and due to an underground cable that had to be routed to another junction box the cost would now be \$5,000 so neither Banks or Norwood want to pay that much so it has been put on hold for now.

Supervisor said he spoke with Scott Boss from Boss Landscaping and asked them to get the view area and the grass around the steps at the Township Park cleared out and Scott agreed to do this for \$500. They also talked about the shrub area, and that can be removed for \$2,000 and maintained for \$500 per year. It was suggested that the Township try to get a Grant to help with the cost of maintaining the Park.

Supervisor said the propane tanks have been filled at a cost of \$1.85/gallon. Ridenour said he looked at getting a bigger tank but there is not enough room around the building to do so.

Supervisor said his email was hacked again so he wanted to let everyone know to be aware of this.

Treasurer's Report –

Fund Balances: as of 07/31/2018	General:	\$ 4,473.76
	Improvements:	60,000.00
	Vanguard:	206,170.60
	Road:	26,210.72
	Emergency:	48,558.42
	Phragmites:	7,215.82
	Tax Fund:	62,069.44

Smolenyak reported the web site calendar was not working correctly and she has been in contact with Revise to try to get corrected. She also talked about the hack of the Supervisor's email and how that could be resolved.

Clerk's Report –

Preapproved:	\$ 161.00 (GLE)
Unapproved:	\$ 7,533.02
Totals:	\$ 7,694.03

MM by Warner to approve Clerks' Report, 2nd by Spilis. Discussion regarding bills that needed to be paid. Supervisor does not agree with one of the invoices presented by Township personnel. Smolenyak suggested going into Executive Session at the end of the meeting to discuss Township Personnel issues. **MM by Pajtas to go into Executive Session at the end of the meeting, 2nd by Spilis. Motion carried and approved 5-0. Original MM by Warner to approve Clerk's Report, 2nd by Spilis. Motion carried to approve Clerk's Report 5-0.**

Pajtas reported there were 251 voters at the August 7, 2018 Primary election.

Trustee's Report –

Warner said the Planning Commission finished the last of the Ordinance update and now it has gone to the editor for formatting then it will go to the County Planning Commission, Marion Township and Banks Township for review. After that review it will go to the Township Board for a Public Hearing.

Warner reported he went with Supervisor to Attorney Peter Wendling's office to go over the Short Term Rental Licensing Ordinance. Warner stated the PC questioned whether the Licensing Ordinance should also be in Agriculture Zones as well as R.R. and R 1.

Warner said the PC suggested the Zoning Board of Appeals meet at least once a year to vote for officers and review any zoning changes that may affect their decisions. Ridenour stated he will contact Z.B.A. members to set this up.

Warner reported that the P.C. Chair did not show up for the August meeting and did not let anyone know ahead of time so they marked as unexcused. David Kolka, Vice Chair, presided over the meeting.

Spilis reported that a Township resident contacted him regarding construction on a lot in Clipperview and the dumping of debris should be the responsibility of the contractor.

Spilis received an inquiry regarding the right of way access and asked the resident to put in writing and provide to him.

Spilis said he has had inquiries regarding the status of the bike path. Ridenour stated he will be discussing when he goes to Lansing to meet with the D.N.R.

Zoning Administrator's Report –Report is available on the Township website.

Old Business –

Short Term Rental Licensing Ordinance discussion. Items discussed were if License Holders will need to renew each year or how often they will need to renew. Licensee must update license information and contact person as it changes. The Township Ordinance will need to be updated to be in conformity with the Licensing Ordinance

MM by Warner to pass on the verbiage changes to the Attorney so there can be a Public Hearing at the September Meeting to approve the Short Term Rental Licensing Ordinance, 2nd by Pajtas. Motion carried 5-0.

Continued discussion regarding current Short Term Special Use Permit holders and how the Licensing Ordinance will supersede the S.U.P. The Board also discussed allowing the \$300 S.U.P. fee to go towards the License application fee.

New Business –

Assessing Resolution discussed and reviewed. The current Township Assessor has the qualifications the State requires.

MM by Warner to approve the Assessing Resolution #11, 2nd by Pajtas. Motion carried 5-0.

Resolution will be sent to State Senators Jim Stamas and Wayne Schmidt and State Representatives Jim Lower and Triston Cole.

Noise Ordinance Review. Discussion included adding Fireworks in language, amending the revving of motor vehicle engine to just engines and adding Quiet Time 10:00pm-9:00am.

MM by Warner to have Public Hearing at the September 17, 2018 Township Board Meeting for the Noise Ordinance with changes, 2nd by Smolenyak. Motion carried 5-0.

Zoning Fee Schedule. Discussion included adding Short Term Rental Licensing fee and license renewal fee. Suggested all members review and consider for the September 2018 meeting. Zoning Administrator will work on the Short Term Rental Licensing application. Ridenour will contact Attorney on recommendations and get together with ZA on this.

Lakeshore Drive Speed Study. Supervisor stated that before the State can establish a speed limit on Lakeshore Drive a speed study needs to be done by the Charlevoix County Road Commission.

MM by Smolenyak to approve the speed study on Lakeshore Drive, 2nd by Warner. Motion carried 5-0.

Planning Commission Chairman. Discussion that messages have been left for PC Chair regarding PC meeting information and she has not returned calls or messages and did not notify the PC that she would not be attending the August 13, 2018 PC meeting. The Supervisor has the responsibility to remove PC Members and appoint Members.

MM by Warner to have Supervisor write letter to dismiss Annie Doyle as PC Chair, 2nd by Smolenyak. Motion carried 5-0.

Supervisor stated that the PC agreed that David Kolka will be the Chairman and David Vermeesch will be Vice-Chairman. Ridenour stated he is interviewing a possible replacement for the vacant PC Member position.

Announcements & Correspondence –

All correspondence has been emailed out to Board Members.

Next Township Board Meeting will be September 17, 2018 at 7:00pm at the Norwood Township Hall

Public Comment –

Bill Gnodtke suggested the ZBA member meeting be held sooner than later as the two current alternates are moving from the Township.

Gnodtke stated he supports the renewal process for the Licensing ordinance and feels covering expenses are personally justifiable. Feels an escrow should be established to cover violation fees. Feels the cost should be absorbed by the applicant as stated in Section 8.5 of the ordinance as related to an S.U.P.

Theron Reibel, PC Member, thanked the Board for the actions they are taking regarding the PC.

Township Board went into Executive Session regarding personnel issues at 9:07pm and closed Executive Session at 9:35pm.

Meeting Adjourned at 9:35 p.m.

Submitted by Shari M. Jones, Recording Secretary