

Norwood Township Board of Trustees Meeting
Meeting Minutes
December 17, 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 November 19, 2018 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 – MM by Warner to approve Agenda, 2nd by Pajtas. Motion carried to approve agenda 5-0.

Supervisor’s Report –

Supervisor Ridenour met with John Campbell of Site Planning, Historical Architect Richard Neumann and Trustee Spilis regarding moving the current Township Hall to the new site. There should be a proposal for cost to move by the January 2019 meeting. Ridenour said David Vermeesch ~~said the Historical Society is happy with the direction of moving the Township Hall to the new location and would also like to be involved in the location and identifying the~~ said that if the hall were to be moved to a new location the Historical Society should be involved in the location and identifying historical aspects of the property with markers, etc. showing where historical builds were located. The movers and architect stated the solution is to add to the back of the building and also said the building was structurally sound.

The Board of Review met on December 11, 2017. The Richardson Road cell tower was added to the tax roll as well as the Great Lake Energy property. There was one homestead exemption and it was retroactive back three years.

The dates for the upcoming Board of Review are as follows: an organizational meeting on March 5, 2019 at 9:00 a.m. The Board of Review will meet for the public on March 11, 2019 from 3:00pm to 9:00pm and then on March 12, 2019 from 9:00am to 3:00pm.

Supervisor reported that the Assessor had two lot splits that were rejected by the Equalization Department so it was brought to the Planning Commissions attention at their December 10th meeting. The splits have been corrected and there is a new updated lot split application on the web site.

There will be Board of Review training on February 1, 2019 at the Charlevoix County Equalization office. Member training will be from 9:00am to 12:00pm then Key for Assessors training at 12:30pm.

Township received a copy of a letter from the Department of Environmental Quality (DEQ) which was a denial of the St. Mary's Cement expansion request. Request was not returned by required date and was not signed.

Township received letter from Department of Natural Resources (DNR) that went out to all townships providing notice to close certain forest roads to ORV's or open roads to usage in Northern lower Michigan. Ridenour will review maps and discuss with the Forest Land Administration of the DNR. There is nothing in Norwood Township for this year.

Ridenour went over items to be discussed to have put on January 2019 Board Meeting Agenda which includes Township Hall proposal, Flood Plan resolution, Marijuana resolution and discussion on February meeting.

There was a Zoning Board of Appeals (ZBA) Meeting on December 13, 2019 which was an organizational and training meeting for new ZBA members.

Ridenour stated that at 2:00pm today, December 17, 2019, he received an email from the DNR regarding the access to the south entrance to Fisherman's Island State Park. The DNR wants to purchase the Holody Property. The DNR decided that it would be in their best interest to pursue the purchase of the Holody property. This was very concerning because the DNR has always said they would not purchase any property in a Township without Township Board approval. There was a suggestion to pass a resolution that states the Township is not supporting the purchase because the DNR did not ask for the Township's approval. Pajtas suggested talking to the Township Attorney

MM by Warner to give Supervisor Ridenour approval to draft a resolution to not approve the DNR's purchase of the land at the south park entrance since the DNR had recently told the Township there were no such plans, 2nd by Smolenyak. Motion carried 5-0.

Ridenour said there has been concerns about the spraying of the Phragmites but Site Planning has been spraying.

Treasurer's Report –

Fund Balances: as of 11/30/2019	General:	\$ 61,191.39
	Vanguard:	207,564.23
	(Vanguard includes \$60,000 improvements)	
	Road:	26,232.62
	Emergency:	48,599.00
	Phragmites:	7,217.64
	Tax Fund:	6,157.93

Smolenyak reported the tax bills went out on December 1, 2018. So far there have been two checks received to go towards a memorial for Frank Hamilton. The Treasurer's office hours will be December 31, 2018 from 9:00am to 5:00pm. Treasurer stated the new building at

Manthei is on the tax roll. She stated there was an error in that it was added to the existing building instead of on its own but the Assessor is fixing this error.

Clerk's Report –

Preapproved: \$ 165.00 (GLE)
Unapproved: \$ 16,311.94 (payroll month)
Totals: \$ 16,476.94

MM by Warner to approve Clerk's Report, 2nd by Spilis. Motion carried 5-0.

Clerk Pajtas stated she created two new budget accounts. One for Short Term Rental & Special Use Permit income fees to Zoning Administrator Expenses. Pajtas also reported there is a Budget Amendment under New Business. Audit reports were given out to all Board Members. The Road fund was incorrect so Corey at the Accountants office is writing a letter to the State to explain.

Clerk Pajtas stated that it has been a pleasure to serve Norwood Township for ten years and thanked everyone for their support.

Trustee's Report –

Warner stated there were thirty five (35) items that were pointed out to the Norwood Planning Commission by the County Planning Commission regarding the submission of the new updated ordinance. These items will be addressed at the January 2019 PC meeting. Warner also reported about the updated lot split application and check list.

Spilis reported on Senate Bill 1188 and House Bill 6852.

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

Old Business –

Supervisor Ridenour was contacted by Mike Hinkle regarding the Charlevoix Resolution. This is tables to the January 2019 Board Meeting.

New Business –

FEMA Floodplain information discussion. FEMA asks that the Township adopt a new program so residence in designated flood areas can get flood insurance if needed. If not adopted then flood insurance would not be available to residence.

MM by Warner to do a Resolution for FEMA Floodplain, 2nd by Smolenyak. Motion carried 5-0.

Resolution regarding HB396 to not allow logging trucks to use roads without restrictions, ie. weight restrictions.

MM by Pajtas to sign resolution HP396, 2nd by Spilis. Roll call vote: Warner-aye, Pajtas-aye, Ridenour-aye, Smolenyak-aye, Spilis-aye. Motion carried 5-0.

Budget Amendment for General Fund to move from Contingency Fund to:

101-255-726 SUP Expenses/Mileage \$200.00
101-255-727 ZA Supplies/Mileage \$150.00

MM by Warner to approve Budget Amendment of the General Fund, 2ncy by Spilis. Roll call vote: Warner-aye, Pajtas-aye, Ridenour-aye, Smolenyak-aye, Spilis-aye. Motion carried 5-0.

Nomination of new Township Clerk. Nomination presented to the Board to have Brenda Freds take over the Clerk's position from the time of Clerk Pajtas' retirement on January 1, 2019 until the 2020 elections at which time a new Clerk must be voted on.

MM by Pajtas to appoint Brenda Freds as the new Township Clerk, 2nd by Smolenyak. Motion carried 5-0.

Board of Review Appointments. Supervisor Ridenour announced the Board of Review Appointments are: Mike Castiglione, Bill Lovett, Carol Navvare.

Discussion on Temporary Appointment of Zoning Administrator for three months while ZA Dutcher is away. Supervisor Ridenour would like to hire Dave Muladory, the current ZA for Banks Township. There was a discussion and this will be tabled to the January 2019 Board Meeting.

Announcements & Correspondence –

All correspondence has been emailed out to Board Members.

Next Township Board Meeting will be January 21, 2019 at 7:00pm at the Norwood Township Hall

Public Comment –

Supervisor Ridenour publically thanked Clerk Dana Pajtas for her service and appreciated everything she has done for the Township.

ZA Dutcher stated he will help the temporary ZA even when away via email/internet or if Supervisor wanted to be acting he will help with that as an option.

Bill Gnodtke thanked Dana Pajtas for her service over the years as the Clerk

Meeting Adjourned at 7:55 p.m.

Submitted by Shari M. Jones, Recording Secretary