

Norwood Township Board of Trustees Meeting
June 21, 2021 Approved Minutes
Meeting Held Historic 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, Spilis-present, Smolenyak-present, Ben Freds-present, Brenda Freds-present, Deputy Clerk/Recording Secretary Jones-present

Approval of Minutes –

Approval of May 17, 2021 Meeting Minutes, MM by Warner to approve minutes as presented, 2nd by Brenda Freds. Motion carried to approval 5-0.

Approval of June 3, 2021 Special Meeting Minutes, MM by Warner to approve minutes as presented, 2nd by Brenda Freds. Motion carried to approval 5-0.

Approval of June 21, 2021 Meeting Agenda –

Trustee Spilis asked to add discussion of Historical Societies work on the Township Hall to New Business and Trustee Warner asked to add discussion of Camping Ordinance to New Business.

MM by Brenda Freds to approve the Agenda as amended, 2nd by Warner. Motion carried to approval 5-0.

Supervisor's Report-

Supervisor Freds stated that on June 17, 2021 he met with David Ridenour regarding the status on the new Township Hall. He stated there were electrical problems with Great Lakes Energy due to conduit being blocked by concrete pillar. Freds stated the contractor took care of it and Great Lakes Energy can finish and the electrical work can be completed. Now that this is done the paint and carpet can be completed as well as fixtures and then the concrete for the parking lot, cabinets and kitchen items can be completed. There was discussion on TruStream and the phone system and how they can provide document management. Spilis asked when Morton was turning over keys as that is when the insurance will need to be started on the new building.

Supervisor stated plans need to be made for the move and we may need to have a special meeting to discuss.

Warner asked Supervisor about the Short Term Rental complaint that recently came up in Clipperview regarding smoke, noise and foul music and was concerned that the information for the person that is supposed to be contacted when there is an issue, such as the property manager, was not made available to neighbors as it is required. He stated there have been several complaints over time since last year. Again, Warner was concerned about the property manager not responding and wanted to make sure the Zoning Administrator has supplied contact information for all neighbors of Short Term Rentals.

Treasurer’s Report –

Fund Balances: as of 05/31/2021

General:	\$ 97,301.71 (Chx State Bank)
Vanguard:	200,371.93
Total:	297,693.64
Road:	49,340.90
Emergency:	83,242.98
Phragmites:	8,267.02
(includes \$1,405 for Frank Hamilton fund)	
Tax Fund:	1,155.15

Smolenyak reported that New Tax Roll is out and taxes will be going out July 1, 2021. Smolenyak stated she would like to enclosed a newsletter in with the taxes and would like to include information for the EMS & Fire Milage for the August Elections. She stated is anyone else has anything she would need by July 1, 2021.

Smolenyak discussed scheduling the painting and carpet for the new hall but needed electricity to complete.

Smolenyak reported on a Webinar she attended for the American Rescue Plan Act. This Act is to offer government entities financial help for effects from the COVID-19 Pandemic. This is only for governments with less than 50,000 residents and will be available for a 60 day period beginning July 6, 2021. There has to be a determination of how much revenue may have been lost during the Pandemic and then a request has to be made within the 60 days and an annual report must be submitted by October 1, 2021. Local entities are the primary receivers and two payments of up to 75% of budget will be paid in two batches. You have until December 2024 to report to the Federal Government and until December 2026 to complete the project. There is certain criteria that the Township has to meet in order to get any funds. There was further discussion with the Board on how the money could be used.

Treasurer also stated she will not be in attendance at the July 19, 2021 Board Meeting.

Clerk’s Report –

Preapproved:	\$ 160.00 (GLE)
Unapproved:	\$ 50,730.74
Totals:	\$ 50,890.74

Clerk stated the majority of the unapproved bills is for payroll, payments to Banks and Charlevoix Township Fire Departments and the boulders for the Township Park and Hall.

MM by Smolenyak to approve Clerk’s Report to pay bills, 2nd by Warner. Motion carried to approval 5-0.

Clerk reported on the following:

274 absentee voter ballot applications have been sent out. Postcards will be sent out regarding voter ID cards and amending the address for the new Township Hall. The August elections will take place at the new Township Hall.

Trustee’s Report –

Warner reported the Planning Commission meeting had a Public Hearing for the Camping Ordinance. Warner said there are several items that need to be updated before the ordinance can be approved. He stated Chairman Kolka and the PC will get the draft updated for the July PC Meeting to review and hopefully vote on. Warner also stated he feels there should be a Public Hearing on the milage proposal for EMS and Fire. He wants to make sure the

Township Residents know there will be two difference entities, one being Fire and one being EMS. He feels people need to know the costs for each and understand how the milage proposal will work.

Spilis reported that the boulders have been placed at the Township Park and the Township Hall for the Memorial Stone. There was discussion of the north park boundary and concern if the boulders were placed on private property, but it was determined that they were not. Spilis said he was going to speak here regarding the Short Term Rental issue but felt it was already covered during the Supervisor's Report. However, he did want to let everyone know that House Bill 4722 passed 7-2 and this was regarding the Short Term Rentals. He said this would supersede the local ordinance but since Norwood has a Police Power Ordinance it may hold. Spilis wanted to point out the article in the Charlevoix County News regarding the Memorial Day Service. Spilis also wanted to point out there is still a House Bill in the works for mining.

Zoning Administrator's Report-ZA report is on-line.

Old Business –

Public Hearing for Norwood Township Budget 2021-2022 opened up at 8:04pm.

No public comment

Public Hearing closed at 8:04pm

MM by Warner to approve Resolution 3 of 2021 to accept the 2021-2022 Norwood Township Budget, 2nd by Splils. Roll call vote: Warner-aye, Brenda Freds-aye, Ben Freds-aye, Smolenyak-aye, Spilis-aye. Motion carried to approval 5-0.

EMS Authority Update by Bill Gnodtke-

Bill said that Eveline Township opted out of the Authority and is now affiliated with East Jordan to cover all of the area Charlevoix used to cover. There are five voting members of the Authority that have six votes which include Charlevoix Township, Marion Township, City of Charlevoix, Norwood Township and Hayes Township who has two votes. Gnodtke said the Authority has a goal to start up July 26, 2021, but there is no budget yet. They are having meetings every week to get this all done. Bill said he feels Roy Griffiths is doing a phenomenal job to try to get things worked out. In the meantime, everyone is using Charlevoix EMS. Smoleyak asked when we can expect the EMS invoice and Bill said it will be coming after summer taxes. He also stated the Authority may need money up front to get started and they are also presently having interviews for EMS personnel. They are trying to define benefits and a formula that can be used based on taxable value, population, addresses, call volume number of runs and transfers. Bill stated in 2019 there were 1,043 for Charlevoix EMS of which 39 of them were for Norwood Township so 3.9%. Boulder Park Terrace had 507 calls and Norwood is being assessed 1/6 of the Boulder Park Terrace runs so Norwood was charged for 85 runs and didn't feel this was right so something needs to be done to address this. Bill went on to say that he is not sure what the issue is with the EMS billing but currently it is outsourced, and they only collect about 49% of the EMS fees owed so they are possibly looking into having Emmet outsource the billing as they have been able to collect up to 87-88% of their EMS fees owed. Spilis questioned why Hayes had 2 votes and Bill stated there is an at large member and that comes from Hayes. In closing Bill said there is still a lot of work to be done to get things started.

New Business –

Budget Amendment-General Fund –

MM by Warner to approve Budget Amendment to transfer from Contingency Fund to 101-215-703 \$270.34 Laptop expenses, 101-253-801 \$653.35 Treasurer Tax Prep. and 101-691-974 \$2,280.81 Township Park Improvements to cover overages at end of 2021 Budget, 2nd by Smolenyak. Motion carried to approval 5-0.

Ryan Deery, Director of Charlevoix Public Library, Presentation –

Ryan passed out the 2020 Annual report for the library. Ryan said he was extremely proud of his team at the library and the Board of Directors for how things were handled during the Pandemic. He said they gave away 1,000 books during COVID and there was a 42% increase in digital services, however, the in the door was down 60% and circulation was down 40%. Ryan said he is proud of the future facility plan and said this will cover updates to boiler, HVAC and roof since these have to be updated after 16 years of service. He also wanted the Board to be aware that some of their funding comes from penal funds and since there was a decrease in fines and police action during the pandemic those funds also decreased. Ryan said he was looking forward to getting back to normalcy post pandemic and stated there are a lot of summer programs coming up.

Smolenyak stated being a long time Library Board Member she is very proud of what Ryan has been able to accomplish since he started in February 2020, right when the pandemic was starting. She went on to say she has been enthused and enamored regarding Ryan's organization since his hiring. She also wanted to announce there will be a meet and greet on July 6, 2021 from 4pm-6pm at the Library for Ryan.

Historical Society Work at Township Hall –

Trustee Spilis asked to recognize the Historical Society for the clean up work they did at the old Township Hall on Wednesday June 16th. He said the clean up was very well attended and a team effort. Everyone was very detailed with their work and certainly made the Hall look nicely groomed. **MM by Spilis to recognize the exceptional work done to the outside of the Historic Township Hall, 2nd by Warner. Motion carried to approval 5-0.**

Further discussion, Supervisor Freds said this shows a sense of community and Trustee Warner said this should encourage the Township to give funds towards the upkeep of the old Hall. The Board also wanted to recognize the organizers of the Memorial Day celebration.

Camping Ordinance Discussion –

Trustee Warner asked to discuss the permit that was given to the Schmids and how it was supposed to be for agriculture purposes but is concerned it now has been made into a livable space and that camper pads have been put in. He stated he is concerned that the camping will continue. Smolenyak stated the Camping Ordinance needs to be adopted so some rules and regulations will get on the books. She said the whole reasoning for zoning is to balance everyone's interests. Warner stated he feels there are enforcement issues and that the PC, ZA and Attornies need to address. It was noted that there is a complaint form on the web site for people to complete if there are issues. The Board discussed that there is support for the Camping Ordinance.

Announcements & Correspondence –

Next Township Board Meeting will be July 19, 2021 at the Township Hall. It will be posted on web site if this will be at the New Township Hall or Historic Township Hall.

Public Comment –

Bill Gnodtke encouraged the Board to take advantage of the funds that may be available from the American Rescue Plan Act and this could possibly used for EMS or Roads.

Meeting Adjourned by Supervisor Freds at 9:18 p.m.

Submitted by Shari M. Jones, Recording Secretary