

Norwood Township Board of Trustees Meeting
Meeting Minutes
March 15, 2021 Approved Minutes
Meeting Held via Zoom due to COVID-19 restrictions

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, Ridenour-present, Freds-present, Deputy Clerk/Recording Secretary Jones-present

Approval of February 15, 2021 Meeting Minutes, MM by Warner to approve minutes as presented, 2nd by Smolenyak. Motion carried 5-0.

Approval of March 3, 2021 Special Meeting Minutes, MM by Warner to approve minutes as presented, 2nd by Spilis. Smolenyak stated he had three items that needed to be amended. 1. will be .75 ~~but~~ since the Fire Department costs went up ~~there will be .75 mils for FD~~ and 1 mil for the LCAA so Norwood will endure a 4.75 mil increase on their taxes. 2. ~~Lynn stated the new contract will only be for two months.~~ Lynn Stated the new contract can possibly be vacated with two months notice. 3. Change all: “ Contracted entity” to “Approved Contracting Municipality”.

MM by Warner to approve minutes as amended, 2nd by Freds. Motion carried 5-0.

Public Comment related to Agenda – None

Approval of Agenda – MM by Warner to approve Agenda, 2nd by Freds. Smolenyak asked to add Approval of Building Construction Manager to New Business and to have a closed session after the meeting adjourns for Personnel Issues. **MM by Warner to approve amended agenda, 2nd by Freds. Motion carried 5-0.**

Supervisor’s Report-

Ridenour reported that on March 2, 2021 there was a Board of Review organizational meeting via zoom. He stated that per Robert Engelbrecht there are new laws regarding the designated Assessor and that the Board of Review must receive training and be certified and then recertify every two years. Supervisor said Bill Lovitt’s term was up on December 31, 2020 so there is a BOR position open as well as a Zoning Board of Appeals position open.

Ridenour reported that on March 8, 2021 the Board of Review met for their 12 hour session via zoom. He said all went well and that there were six Appeals regarding assessed valuations, five veteran disability exceptions and three Little Traverse Conservancy Grant tax exemptions.

Ridenour said he understood the PC wanted a report on the Parks & Recreation work the Board has been discussing. The items that were mentioned were:

1. Park Rules sign posted
2. Eagle Scout Project by the Smiths has not had any updates lately
3. Continue maintenance of Russian Olives at \$500/year by Boss Landscaping
4. Identify the northern boundary of the Township Park
5. Block off beach on south end of park with limestone boulders
6. Water supplied to park from new Township Hall
7. Boss Landscaping continue maintaining mowing and clean up

Ridenour said the incoming Supervisor will need to address the following:

1. Budget
2. Filling a ZBA and BOR position
3. Would like to make sure the Frank Hamilton fund goes towards a plaque remembering Frank's service from 2008-2017 and possibly planting a tree
4. Snowplowing for new Township Hall and possibly having property owners north of hall work with Township in regards to snowplowing.
5. Continue plan with the Old Township Hall preservation
6. After Road loan is paid off would like to see a committee formed with 2-3 people to work on future road projects
7. Dust control. Since Way retired the Road Commission will need to be contacted
8. Updates on constructions of new Township Hall with the exterior almost done the interior will need to be worked on.
9. Aaron from Performance Engineering will need to be contacted to coordinate well and septic after the frost laws are lifted

Smolenyak asked about a parking area for Kayaks and Spilis stated the Board should check with Manthei or Boss Landscaping for a boulder for the Frank Hamilton memorial plaque.

Treasurer's Report –

Fund Balances: as of 02/28/2021	General:	\$ 90,217.00 (Chx State Bank)
	Vanguard:	200,366.88
	Total:	290,583.88
	Road:	88,543.66
	Emergency:	80,150.26
	Phragmites:	8,264.98
	(includes \$1,405 for Frank Hamilton fund)	
	Tax Fund:	47,965.84

Smolenyak reported on the following:

Settlement has been done with the County and there is \$57,000.00 in delinquent taxes. Attorney Wendling sent letters to County and Townships regarding the approval of a Contracting Entity.

Smolenyak stated she will look at samples of carpet and tile for Township hall and bring samples to present to Board. She will also get copy of cabinet drawings to Board.

Clerk's Report –

Preapproved:	\$ 167.00 (GLE)
Unapproved:	\$ 11,797.29
Totals:	\$ 11,964.29

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

Clerk reported on the following:

Clerk Freds will be on vacation from March 24, 2021-April 5, 2021.

Clerk is reviewing fire contracts with Banks Township and Charlevoix Township. Banks is for two years and Charlevoix Township will get back to Freds regarding their contract.

Freds stated a new Township Park Ranger is needed

Rough draft for Ballot language was sent out to Board Members

General Fund check register updates

Attachments sent out to Board included questionnaire that Boss Landscape sends out every year for their services. Board said to send back stating the Township is requesting seasonal mowing two times per month, pruning of Russian Olives at Township Park and mowing and clean up at Township Cemetery.

Board will vote in April about the ballot language regarding Fire & EMS millages.

Trustee's Report –

Warner reported there was a work discussion regarding the Camping Ordinance at the March 8, 2021 Planning Commission meeting. The updated Camping Ordinance draft needs some legal advice to fine tune. He stated there was discussion on having no camping rentals, only rustic camping allowed and can camp up to 20 days.

Spilis reported he has received the new Insurance Policies and has been reviewing. He said he would keep them in his possession until the new Township Hall is completed.

There is an MTA Zoom meeting on April 7, 2021 and would like to attend. Cost is \$25.

Tree trimming is being done in Clipperview for electrical lines.

There is line work being done on US 31 but there are potential problems being worked on.

New construction being done on new home in Clipperview.

Ridenour stated there is training money in budget for Spilis to use for April 7th meeting costs.

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

Old Business – None

New Business –

EMS Milage /Ballot Language-

Discussion on .75mils for Fire and one mil for EMS. Board Members reviewed rough draft that was distributed to them. Ridenour stated he was concerned if the Fire and EMS millage request was split on the ballot. He felt there should be a request for two mils on one ballot request. Language needs to be confirmed and submitted to County Clerk by April 27, 2021. Smolenyak stated she has put out two different calls to people on trying to find out what amount is being spent for the authority in order to know what to ask for on the ballot. There was further discussion on the ballot wording, and it was noted that there would need to be a resolution for the language for the ballot.

Freds stated she would check on who writes the ballot language with Attorney and prior Clerk, Dana Pajtas as well as the County Clerk. Freds will bring language ideas to April meeting in order to vote on it. Noted that it should be for two mils which would be .75mils for Fire and unknow yet for EMS. Freds will sent out rough draft.

Smolenyak stated rough draft language is for four years but last ballot language was for two years. All agreed it should only be for two years.

Building Construction Manager-

This discussion is for a Building Construction Manager for the completion of the new Township Hall. Smolenyak asked Ridenour if he would consider continuing on with this position after his resignation in order to see the completion of the Hall. She went on to state that if there were any issues that came up during this time, they can be sent to the Board to handle.

MM by Warner to have David Ridenour be named as Building Construction Manager for the completion of the new Norwood Township Hall project, 2nd by Spilis. Roll call vote: Spilis-aye, Freds-aye, Smolenyak-aye, Warner-aye, Ridenour-aye. Motion carried 5-0.

Announcements & Correspondence –

Next Township Board Meeting will be April 19, 2021. It will be posted on the web site whether meeting will be held electronically, at the Township Hall or the Historical Society Schoolhouse.

Public Comment –

Scott Hankins, Charlevoix County Commissioner, stated he was glad to hear about the new Township Hall and likes the fact that Ridenour is continuing on as project manager. Hankins said his thoughts on the ballot was that it makes sense if there were separate ballots for Fire and EMS. He stated he was glad to hear terminology and thinks it is important to have a seat on the LTAA Board.

Elizabeth Calcutt, Project Manager for Nakwema Trailway, said there are no real updates but wanted to wish David Ridenour well after he leaves the Township Board.

MM by Warner to adjourn meeting, 2nd by Freds. Motion carried 5-0.

Meeting Adjourned at 9:30 p.m.

Submitted by Shari M. Jones, Recording Secretary