

Norwood Township Board of Trustees Meeting
Meeting Minutes
November 19, 2018 Draft 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 October 15, 2018 Meeting Minutes – MM by Warner to approve the minutes, 2nd by Smolenyak. Discussion found there were two things that need to be amended in the minutes. Under Supervisor Report in the last paragraph the last sentence needed to be amended to remove sold and add built new. Under Treasurer’s report the bills were sent to the School to collect for school taxes not elections. New MM by Warner to approve amended minutes, 2nd by Smolenyak. Motion carried to approve Minutes 5-0.

Public Comment related to Agenda - None

Approval of Agenda – No Changes

Special Presentation – Site Plan/New Hall

John Campbell of Site Planning Development gave a presentation regarding a Site Plan for a new Township Hall Site. John stated he visited township property on Lake Street across from the Township Park and dug a test hole. Health Department Officer Mike Jones accompanied John to the site. Campbell filed for a permit for the well and septic and the permit is good for two years. Campbell also suggested survey for property lines. John said he has contacted J & R Building Movers out of Petoskey in regards to moving the existing building and is looking into the issues that would need to be addressed regarding the Historical designation of the building.

John stated the costs that will be involved for the preliminary plans are the survey, J & R Building Movers and Site Planning Costs. John also presented an invoice for \$1,700.00 for the work and research he has already preformed. \$900.00 was approved at the October 15, 2018 meeting and the additional amount will be presented at the December 17, 2018 meeting.

MM by Pajtas to have John Campbell and Site Planning to move forward with the survey, get moving plans from J & R Building Movers and Historical Architect research to move the current building, 2nd Warner. Discussion and amended MM by Spilis to have John Campbell and Site Planning to move forward with the survey, get moving plans from J & R Building Movers and Historical Architect research to move the current building but to not exceed the cost of \$8,000.00 for these items. 2nd by Smolenyak. Motion carried to approve amended motion 5-0.

Supervisor's Report –

Supervisor Ridenour tried to contact Sheriff Vondra regarding Norwood Park Rules and the latest new ordinances. Ridenour wrote a letter and put together a package of the new Noise and Firework ordinances along with a copy of the Park Rules and drop off at the Sheriff's Department.

Regarding the Tip of the Mitt Watershed Council proposed grant for shorelines in Northern Michigan. Supervisor Ridenour contacted Grenetta Thomassey to discuss. The Grants are for inland lakes only. Also discussed Russian Olive and over growth on the beach view area. There is a landscape expert in their department that we could contact to look at the possibility of removing and how to control. It was suggested that we could contact Jennifer Buchanan Landscape expert from Tipp of the Mitt.

Boss Landscaping has been contacted to fix the damage to the next door lawn from the election day traffic.

Great Lakes Energy has fixed the overhead light at US 31 and Barnard Road intersection.

Assessing Audit proposal was accepted.

There will be a Board of Review meeting on December 11, 2018 at 9:00am. Smolenyak reported that Manthei's newest building has not been on the tax roll so she asked that this be put on the B.O.R. Agenda.

Township Hall Site Plan review was brought up earlier in the meeting so no further discussion in the Supervisor's report.

Short Term Rental Application has been completed. There were a few items from the application that were discussed and a couple of housekeeping items that needed to be corrected and Smolenyak stated she will correct and post on the web site.

Supervisor Ridenour read a letter of resignation that was submitted by the Township Clerk Dana Pajtas that will be effective 12/31/18. Clerk Pajtas recommended Deputy Clerk Brenda Freds be placed in the position until the 2020 election at which time she would need to run for the position. Pajtas agreed to be the Deputy Clerk and also agreed to help with elections. Supervisor will meet with Freds to discuss the position. A decision will be announced at the December 2018 Board Meeting. Smolenyak thanked Pajtas for her service over the years. Pajtas also suggested Freds attend the new election training meeting on December 11, 2018.

Treasurer's Report –

Fund Balances: as of 10/31/2018

General:	\$ 57,473.48
Vanguard:	207,197.58
(Vanguard includes \$60,000 improvements)	
Road:	26,227.23
Emergency:	48,589.02
Phragmites:	7,217.64
Tax Fund:	21,347.63

Smolenyak wanted to thank voters for approving the EMS and Fire renewal millage. Lynn reported that the new tax bills will go out the first week of December. She asked if there are any suggestions of notices that should be included with the tax bills. The following will be included: Short Term Rental notices, New Ordinances will be highlighted, June 2019 trash pick-up notice and notice of a memorial fund for Frank Hamilton.

Clerk's Report –

Preapproved: \$ 415.00 (GLE & Site Planning)
Unapproved: \$ 4,979.05 (Includes Election Salaries)
Totals: \$ 5,394.05

MM by Warner to approve Clerks' Report, 2nd by Smolenyak. Motion carried and approved 5-0.

Pajtas reported that she filed the L4029 to Equalization Department for the Fire and EMS renewal contract.

Received an email from Ryan O'Halloran of 1347 Norwood Rd regarding Frank's passing. Election had 423 voters and Norwood was the first to report in to the County Clerk's office.

Trustee's Report –

Warner stated he had nothing to report as he was not at the November PC meeting but all information is in the minutes on the web site.

Spilis reported he sent out an email to the Clipperview residents regarding the EMS & Fire renewal millage prior to the election.

Spilis reported that he attended the November PC meeting and the PC stated they would like to contribute to a memorial for Frank Hamilton

Dana Pajtas commented that she rec'd a letter from Frank Hamilton's daughter and she would like to be involved with any memorial the township has for Frank.

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

Old Business – None

New Business –

Budget Amendment to transfer \$350.00 from Contingency fund to 101-101-900 Public Notices to fund Public Notices to Newspaper for three Ordinances, including Public Hearings for such.

MM by Warner to approve Budget Amendment, 2nd by Smolenyak. Motion carried to approve 5-0.

The Charlevoix Agenda Resolution was discussed and is tabled to the December 17, 2018 Board Meeting in order to review further.

Memo from Attorney Brian Graham regarding Recreational Marijuana was reviewed and discussed. The memo included Graham's recommendations to pass and ordinance to prohibit marijuana facilities.

MM by Warner to have Supervisor Ridenour contact Graham to draft an ordinance to prohibit marijuana facilities in Norwood Township, 2nd by Spilis. Motion carried 5-0.

Announcements & Correspondence –

All correspondence has been emailed out to Board Members.

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

Public Comment – None

Meeting Adjourned at 8:58 p.m.

Submitted by Shari M. Jones, Recording Secretary