

Norwood Township Board of Trustees Meeting
Draft Meeting Minutes
September 21, 2020
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, Freds-present, Ridenour-present, Smolenyak-present, Spilis-present

Approval of August 17, 2020 Meeting Minutes, MM by Warner to approve minutes as presented, 2nd by Smolenyak. Motion carried 5-0.

Approval of August 26, 2020 Special Meeting Minutes, MM by Warner to approve Minutes as presented, 2nd by Spilis. Motion carried 5-0.

Public Comment related to Agenda – None

Approval of Agenda – MM by Warner to approve Agenda as presented, 2nd by Smolenyak. Motion carried 5-0.

Supervisor’s Report –

Supervisor reported on the status of the new Township Hall stating he and Smolenyak met with Morton Builders on August 18, 2020 to go over and finalize the contracts. The A99 loan closing with Charlevoix State Bank took place on August 28, 2020. On August 30, 2020 checks were issues to Morton’s on the Labor portion and wire transfer from Charlevoix State Bank on the material portion. On September 9, 2020 Performance Engineering signed paperwork to obtain the soil erosion permits in order to start excavation. Morton’s stated 6 to 8 weeks to get the final engineering drawings to us for approval and will take approx. 2 weeks to get all the permits in place, Morton’s should be able to start sometime the 1st of November. Smolenyak stated she obtained the address for the new Hall which is: 00640 Lake Shor Dr., Charlevoix, MI 49720.

There will be a ZBA meeting Banks Township Tues September 22, 2020. This is for a request for a 25’ set back on the south end of Lake Shore Drive that is on the Norwood/Banks Township line which is a 58’ set back from center of road as to not disturb wetlands. Ridenour gave Banks Township Clerk Heeres a list of all property owners in Norwood Township that are within 300’ for the proposed set back application.

Supervisor received a call from Josh Manthei, of Manthei Development Corp, regarding a new building they will be building on Heise Road and looking for ways to have Heise Road paved. Was looking at if increased property tax on new Building could go towards paving Heise Road. This would not be a legal option. Supervisor discussed the bid we already have to pave Heise was at \$142,000.00 which was way more then they expended. MDOT will be paving 150ft plus curbs off from US31 when they re-do US31 in 2021.

Supervisor stated Trustee Spilis is working on FEMA requirements for Norwood Township and thanked him for taking on this task. Spilis has attended the Zoom meeting and will discuss later in the Trustee report

Supervisor said received a four page report from Historical Architect Neumann and he sent it to all board members for the Historical physical assessment of the current Township Hall. Building Codes and Construction cost portion should be available by next Board meeting

Treasurer’s Report –

Fund Balances: as of 08/31/2020	General:	\$ 48,517.99 (Chx State Bank)
	Vanguard:	294,177.20
	(Vanguard includes \$45,000 improvements)	
	Total:	\$342,695.19
	Road:	40,023.06
	Emergency:	47,305.17
	Phragmites:	8,260.82
	(includes \$1,405 for Frank Hamilton fund)	
	Tax Fund:	130,349.07

Smolenyak reported on the following:

Summer tax collection went good and there are 60 unpaid parcels

Lynn and husband installed drop box at Township Hall for taxes and could also be used for absentee ballots.

Received revenue sharing check for \$9,138 from State. This was for May and June which was off by about 2%. This is projected to continue but should not go down any more plus this was less of a deduction than projected.

Smolenyak also stated she is working on new Township Hall project and negotiating EMS options. Lynn also brought carpet samples to look at for new Township Hall.

There were a couple of forms on the web site that had incorrect fees so she corrected them.

Clerk’s Report –

Preapproved:	\$ 157.00 (GLE)
Unapproved:	\$ 14,170.61
Totals:	\$ 14,327.61

MM by Warner to approve Clerk’s Report to pay bills, 2nd by Smolenyak.

Supervisor asked to discuss the invoice for Beckett & Raider and Clerk stated that after this last invoice was paid they will have a \$0 balance.

Smolenyak wanted to point out that there was \$88,000 taken from Vanguard to pay for the new Hall but then she was made aware that they can write checks directly out of Vanguard so that money was put back in. A check for \$31,599 was paid out to Morton Builders.

Motion carried to approve paying the bills 5-0

Trustee's Report –

Warner reported on the approval of the S.U.P. of the Cleland Wedding Event Barn with 17 conditions for the S.U.P. All information is in the Planning Commission minutes which are posted on the Township web site.

Warner also reported there was one lot split approved and one lot combination approved. Warner noted that ZA will continue to check with the Clelands regarding the possibility of their home being used as a short term rental which was brought up at the PC meeting as they have not applied for a Short Term Rental License.

Spilis reported taking a call from Alex Reyes from AT&T regarding billing to Norwood Township for damaged cables in Clipperview while installing gas line by contractor. Mike explained to AT&T that the bill has been turn over to the Township Insurance carrier.

Spilis spoke about House Bill 5897 which pertains to the State expanding times and days for fireworks being allowed

Spilis reported there is now a sign at the end of Lake Shore, which was put up by the Charlevoix County Road Commission, posting to not park on black top. Spilis said there has ben a positive response from the new sign.

Reported on attending the F.E.M.A. Zoom meeting and will continue to organize the information received from F.E.M.A. regarding flood zones

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

Old Business – None

New Business –

EMS Ambulance Service for Norwood Township. Supervisor laid out the situation with our current service with Charlevoix City, stating that their budget of \$1.4 million had losses of \$560,000.00 in Revenue. This is being passed on to the Townships. The EMS Mileage for Norwood is 1mil approx. \$50,000.00. Fire takes up \$28,000.00 leaving \$22,000.00 for Ambulance. Our cost now just for ambulance services are well over \$40,000.00. Norwood has not had quarterly billings as per contract or quarterly meeting. Norwood has excessive cost for a Stryker Cot of \$65,000.00 and prorate cost for new ambulances. Runs to Boulder Park and Charlevoix Hospital we supposed to be prorated based on population but were billed equally with the other Townships. Runs from Central dispatch do not match the # of runs being billed by City of Charlevoix. Supervisor is exploring other options and has been meeting with EMS Director of Torch Lake Township and their EMS members.

It would require six month written notice to get out of current contract terms, but most of the contract has not been working as written. There is a meeting on Monday September 28, 2020 with the Township Supervisors and the City Attorney to go with a new EMS Authority.

Supervisor Ridenour along with Treasurer Smolenyak are negotiating with Torch Lake.

If Norwood continues to use the City of Charlevoix this would require one additional mil just for Ambulance. Torch Lake would have to approve with their Board but cost would be more in line with what our current mileage is and we would not be paying for Boulder Park and Charlevoix Hospital runs split up between six Townships which has nothing to do with Norwood Township residences. Ridenour stated will have a lot more information for next October 19, 2020 Board meeting.

Announcements & Correspondence –

Next Township Board Meeting will be October 19, 2020 at 7:00pm at the Norwood Township Hall on Lake Street

Supervisor read a letter he received from Norwood resident Elizabeth Mielke regarding blocking the road down to the beach and wants to make sure this is not done. She asked who is responsible for keeping up the park and feels the bike trail should be up on the highway. (A copy of the letter will be added in the minutes on the web site).

Public Comment –

Bill Gnodtke wanted to recognize Sheriff Vondra and the Charlevoix County Road Commission on working to help control the speed on Lake Street down to Lake Shore Drive. Gnodtke said the traffic speed has improved and felt the speed marker has made the difference. Gnodtke also applauded the Township for looking into the options for the Township Ambulance Service. He stated he cannot believe that Charlevoix EMS cannot break down what type of EMS calls the township is being charged for. He feels it is unconscionable how they access Norwood Township compared to the rest of the Townships.

Shari Jones noted the Clelands were asking for camping tents for the wedding party only not for guests too. Shari said Charlevoix EMS should be able to report on what types of runs the Township is getting charged for. Jones also stated the reason the budget may be higher is now Charlevoix pays for more EMS employees and also pays for personnel to be on call as well as getting paid for calls compares to previous years when it was all volunteer and paid per call. Jones also questioned if Torch was contracted how far north would they respond to, and was concerned about the response time if responding to the northern part of Norwood Township but is in support of exploring other options. Also, Shari noted that northern Hayes Township may be looking into using Emmet EMS if they don't already and south Hayes using Boyne City.

Meeting Adjourned at 8:17 p.m.

Submitted by Shari M. Jones, Recording Secretary

*not sure what this pertains to so please clarify for me (AT&T info)