

**NORMAN TOWNSHIP**  
**BOARD OF TRUSTEES DRAFT MEETING MINUTES**  
**AUGUST 8, 2023**

Supervisor Mobley called the meeting to order at 7:00 p.m. Present: Supervisor Mobley, Treasurer Tighe, Clerk Montgomery, Trustee Skiera, Trustee Fraley and a maximum audience of nineteen (19).

**ADOPTION OF CONSENT AGENDA:** Skiera moved, Fraley seconded to approve the Consent Agenda: Board Meeting Minutes of July 11, 2023, Expense Voucher of August 8, 2023, Treasurers Report of July 2023 and adoption of the agenda. Motion Passed unanimously.

**REPORTS:**

1. Fire Department: Reported the SCBA units are at their end of life and are beginning to fail. Chief Vanderbie is obtaining quotes estimating a replacement cost of approximately ten thousand per unit. In addition will be the need to purchase an air compressor to fill the SCBA air cylinders at the estimated maximum cost of twenty thousand. All 10 need to be replaced however 4 are in need of immediate replacement. Possible sale of current air storage cylinders if feasible.
2. Ambulance: Reported running smoothly.
3. Assessors: Reported normal summer work and one hundred percent compliance on the recent State Assessing audit.
4. Custodian: Reported the purchase of a hand-held power washer to clean the restroom at the Tippy Dam back waters boat launch. Consensus of the board that custodian holiday pay will be at time and a half; possible future purchase of a York rake for the beach area.
5. Transfer Station: Request by transfer station employee to take over maintaining the interior of the card board trailer, currently being performed by the custodian, at three hours per week.
6. Management Council: Reports smoke detector alarm over the weekend due to grill smoke and need to consider replacement of smoke detectors and community center security currently being monitored by Fortress Security. Supervisor will be obtaining quotes.
7. Park and Recreation: Dock replacement at Crystal Lake should occur by the end of the month. Need for tree removal of dead/dying trees.
8. Planning: Master Plan review processes continues. Mail delay of commissioner checks has been resolved. Replacement of checks lost in the mail will be at board discretion.
9. Zoning: Reports permits and ordinance related issues being addressed.

**PUBLIC COMMENT/COMMUNICATION:** Representative from Manistee Public Library announced the summer reading program is over with winners in Wellston, availability of a launch pad (preloaded program tablet) with education content, return to summer library hours to include some Saturdays in August, efforts underway to obtain a movie license and a request to install exterior security cameras due to recent security concerns. Additional comments included: request to put crushed concrete on 2<sup>nd</sup> street to address road issue (Supervisor will check with road commission to determine if this is allowed), inquiry when fishing ramp was going in at Crystal Lake (by months end) walking path around lake (future project) and brush removal to improve lake view (under review by Board).

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

Montgomery moved; Fraley seconded to approve the agreement with DLS Outdoor in the amount of \$2500.00 for tree removal at Crystal Lake. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Motion passed unanimously. The agreement allows for tree removal as DLS Outdoor has time based on their schedule and will not be done all at once. Wood from the project will be disposed of by DLS Outdoor due to the logistics of the removal schedule and the fact that a lot of the wood is rotted.

Postponed further discussion on cardboard trailer maintenance until return of Custodian however Board approved up to 3 hours to service trailer weekly.

Fraley moved; Montgomery seconded to approve the purchase of a dump trailer in an amount not to exceed sixteen thousand. Roll Call Vote. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Nays: None. Motion passed unanimously. Board agreed to sell two trailers currently owned to help offset the cost. Fire Chief indicated the Fire Department would like the 16 ft. trailer.

**ADJOURNMENT:** Skiera moved; Fraley seconded to adjourn at 8:10 p.m. Motion passed unanimously.