

NORMAN TOWNSHIP
BOARD OF TRUSTEES MEETING MINUTES
February 13, 2024

Supervisor Mobley called the meeting to order at 7:00 p.m. Present: Supervisor Mobley, Treasurer Tighe, Trustee Skiera, Trustee Fraley, Clerk Montgomery and an audience of twenty-six (26).

ADOPTION OF CONSENT AGENDA: Tighe moved, Montgomery seconded to approve the Consent Agenda Board Meeting Minutes of January 9, 2024, Expense Voucher of February 2024, Treasurer's Report of January 2024 and adoption of the agenda with the addition of New Business item #9-Playground Equipment: Motion Passed.

REPORTS:

1. Fire/Ambulance Departments: Presented to the Board the Annual Report, Medical First Responder classes will begin the first week of April with Emergency Medical Technician classes to follow after, 37 runs last month with 4 structure fires, air packs are being used a lot and are a welcomed equipment addition, wildland fire season is approaching and a wildland community risk reduction seminar in conjunction with the Forest Service will be held at the Fire Station in April (all are welcome), 2 employees are going through the fire academy and Firefighter Adam Boers has received his Fire Fighter 1 designation.
2. Assessor: Assessment roles have been turned in and balanced. Assessment notices will be sent out soon and will include information regarding the annual Community Spring Clean-Up that will be held on June 1, 2024 from 8 a.m. until noon.
3. Custodian: Question if the Township recycling includes glass. The Supervisor will confirm with Republic Services.
4. Transfer Station: No report beyond discussion regarding shed replacement under New Business.
5. Management Council: Request from Seniors to host a game night on Wednesdays was placed on hold until the hall rental manager can be consulted as there may be a conflict. KND chili cook off fundraiser on Saturday and Fireworks pancake breakfast fundraiser on Sunday, Election Day, and graduation bookings are coming in.
6. Park and Recreation: Looking into the best option for bumper protectors for the docks.
7. Planning and Zoning: A few permits but generally slower during the winter months, working on a proposed increase in permitting fees that have not increased in over 20 years, consideration of a \$75 fee for large structures over 10K such as homes and pole barns and \$25 for smaller structures such as sheds and decks.

PUBLIC COMMENT/COMMUNICATION: Wellston Fireworks and Family Fun presented a check in the amount of 5K for the balance of the funds required for the 2024 display on the 4th of July. Representative thanks everyone who contributed. Request for Board and Community support for a local newspaper distributed on a monthly basis that will spotlight the community, local events, advertise businesses and possibly provide coupons for local establishments. For more information email thehometownscoop@gmail.com. Proposal presented for a Farmers Market requesting the use of the Community Center on Saturdays from 9 a.m. until 3:00 p.m. Board will review proposal and research sites available in the event there was a request to rent the hall.

NEW BUSINESS:

Montgomery moved; Tighe seconded to approve the fire and ambulance millage renewal language to appear on the August 2024 Primary Election ballot. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion passed.

Montgomery moved; Fraley seconded to approve the placement of a United Way food box approximately 4'x 3' for non-perishable food items available to the public on Township property. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion Passed.

Fraley moved; Tighe seconded to approve the Township Mileage Policy. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion Passed.

Mobley moved; Tighe seconded to approve the purchase of new Township office computers in an amount not to exceed \$1600.00. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion Passed.

Fraley moved, Tighe seconded to approve the labor and installation of new computers and system update in an amount not to exceed \$4900.00. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion Passed.

Mobley moved; Montgomery seconded to approve the cost of materials for a new Transfer Station shed in an amount not to exceed \$2500.00 that will include insulation. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion Passed. Replacement of the shed by the compactor will be discussed at the next meeting.

Montgomery moved; Fraley seconded to approve DLS Outdoors for the removal of a dead tree at the Transfer Station and one at the Wellston Cemetery in the amount of \$1250.00. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion Passes.

Discussion on replacement of the Community Center flooring by Nixon Flooring at a cost Of \$15, 400.00, Kitchen flooring \$875.00 and entry way at \$656.00. Current floor was installed in 1999 and is showing wear and the style is significantly outdated. Board members will review samples and item will be presented at a meeting later in the year.

Mobley moved; Montgomery seconded to approve the purchase of two swing sets in an amount not to exceed \$4200.00. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion Passed. Excel Wellston presented a check in the amount of \$250.00 to off set the cost and was given approval to apply for grant funding to fund a walking path and pavilion at Crystal Lake.

Clerk Montgomery was given approval to apply for grant funding for a back up generator for the Community Center.

ADJOURNMENT: Fraley moved; Tighe seconded to adjourn at 8:17 p.m. Yeas: Mobley, Montgomery, Tighe, Skiera and Fraley. Motion passed.