

NORMAN TOWNSHIP
BOARD OF TRUSTEES MEETING MINUTES
APRIL 9, 2024

Supervisor Mobley called the meeting to order at 7:00 p.m. Present: Supervisor Mobley, Treasurer Tighe (arrived 7:05 p.m.) Clerk Montgomery, Trustee Skiera and Trustee Fraley and a maximum audience of sixteen (16).

Supervisor Mobley requested that the representative from Networks Northwest provide his presentation prior to reports.

ADOPTION OF CONSENT AGENDA: Mobley moved, Skiera seconded to approve the Consent Agenda consisting of the Board Meeting Minutes of March 12, 2024 to be modified to read Mobley moved, Skiera seconded to appoint the Office of the Supervisor FOIA Coordinator and eliminate comments made by the Clerk; Special Board Meeting Minutes of March 15, 2024; and Voucher List of April 9, 2024. The Treasurer's Statement of March 2024 was not available because bank statements have not been received. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Representative from Networks Northwest provided an overview of services available with Manistee County utilizing a unified or collaborative county-wide zoning approach. Manistee County is working on the County wide master Plan and is gauging community interest in a county-wide or collaborative services model. Currently Manistee County provides zoning services to approximately 6 communities by offering services at three different levels at the cost range of \$16,000-\$30,000. The Board was asked to complete a survey focusing on their individual level of interest in learning more.

REPORTS:

1. Fire Department: The Wildland Fire Community Interface program was a great success and well attended; encouraged everyone to download the free app "Code Red" to stay informed of emergencies that may arise and reminded residents that it is a Manistee County ordinance to have and display the green reflective address sign on your property.
2. Ambulance Department: Reported eight fire runs totaling 42 hours and 14 EMS runs totaling 80 hours with a year-to-date total of 56.25 runs for the year.
3. Assessor: Reported doing field work and will begin the required 20% property reviews this summer.
4. Custodian: Reported cemetery clean is underway and will continue; the new swing set has arrived ahead of schedule and assembly and installation will begin in the very near future. Clerk Montgomery requested replacement of missing swings on the beach swings sets, thanked the custodian for the clean up around the lake and asked that an inventory be taken of cemetery flags to make sure we have enough on hand.
5. Transfer Station: No report.
6. Management Council: Community Center scheduled activities continue with upcoming booking to include a Euchre Tournament, Baby/wedding shower and May craft show.
7. Park and Recreation: Trustee Skiera will look into missing swings and requested the Board consider installing solar lighting to illuminate the fishing docks at the Robinson Boat Launch. A light currently on hand will be tested to see if it is adequate. Resident offered to provide a test light from his business to determine if the model/type would be a suitable option.

8. Planning: No report as the committee has not met yet this year. Clerk Montgomery asked if the Annual Planning report had been changed to correct the dates meetings were held and if the planning and zoning request for 5K to complete demographical information for the Master Plan had been clarified. Supervisor Mobley indicated neither had occurred.
9. Zoning: Reported several permits issued and several blight properties were on their 3rd letter requesting compliance and that decisions would be made on which properties the Township would be taking legal action on might be forthcoming in the near future.
10. Clerk Montgomery announced reimbursement for the ballot drop box security installation has been received and the billing for the Presidential Primary elections in the amount of \$3500.00 has been submitted.

PUBLIC COMMENT/COMMUNICATION: None.

UNFINISHED BUSINESS:

Fraley moved; Skiera seconded to approve replacement of the Community Center, kitchen and front office area flooring in the amount of \$19,000.00. Yeas: Mobley, Tighe, Skiera and Fraley. Nays: Montgomery. Motion Passed.

NEW BUSINESS:

Montgomery moved; Tighe seconded to approve the purchase of the Community Center main entrance door in the amount of \$13,214.00. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Mobley moved, Tighe seconded to approve the Norman Township Board Policy Fire/Ambulance Correspondence. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Montgomery moved; Skiera seconded approved the resignation of Jill Sable from the Planning Commission. Yeas, Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Montgomery moved; Skiera seconded to appoint Doug Fischer to the Planning Commission. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Skiera moved; Fraley seconded to adjourn at 8:01 p.m. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.