

**NORMAN TOWNSHIP
BOARD OF TRUSTEES MEETING MINUTES
MARCH 12, 2024**

Supervisor Mobley called the meeting to order at 7:00 p.m. Present: Supervisor Mobley, Treasurer Tighe, Clerk Montgomery, Trustee Skiera and Trustee Fraley and a maximum audience of Twenty-One (21).

Supervisor Mobley requested the following amendments to the agenda. Addition of New Business Item #7 B.O.R. Appointment (later corrected to Planning Commission Appointment) and request to allow representative the Manistee County Green Team PA 69 Recycling program to provide a presentation prior to REPORTS.

ADOPTION OF CONSENT AGENDA: Fraley moved, Tighe seconded to approve the Consent Agenda as amended: Board Meeting Minutes of February 13, 2024; Voucher List of March 12, 2024 and Treasurer's Statement of February 2024 as presented. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Representative presented from the Manistee County Green Team PA 69 Recycling Program outlined the program and encouraged the Board to considering partnering with the program at a cost of \$18 per household. She announced the Household Hazardous Waste Day will be on August 17at the Manistee Road Commission and on July 27 tire recycling will be available at the Bay Area Recycling center at the cost of \$2.00 per tire.

REPORTS:

1. Fire Department: Reported Wildfire season is upon us and we are already experiencing a moderate drought. On April 6th the Fire Department will host a Wildfire Community Risk Reduction presentation in conjunction with the National Forest Service. This presentation is open to the public at no cost and will cover how to prepare your home to minimize fire risk. The Department is working on the evacuation plan in case of an emergency. Trustee Skiera will assist with the posting and negotiation of the sale of the Hovercraft. The Fire Department will celebrate their 50th anniversary with a celebration on July 4th honoring current and former employees before the parade and will host an open house highlighting their operation following the celebration. Everyone is invited to attend. The trucks passed the D.O.T. inspection and the need to replace some tires on vehicles was identified. A flag pole to match the existing pole will be ordered.
2. Assessor: The Board of Review has completed their organizational meeting and Review meeting on March 11 and will hold their last meeting on Saturday.
3. Custodian: Reported leave are being worked on at Crystal Lake and in all cemeteries; community center faucet replaced; research is being done on how to best fix the community center door issue prior to the August election; an estimate was obtained for a beach rake however it was determined that the back blade could be used; three truckloads of beach sand will be added at Crystal Lake; individuals living outside the Township may purchase address signs but we are unable to install them or mail them; and vegetation along the shoreline is being cleared to improve view of the lake and access to shore fishing.
4. Transfer Station: The light fixture at the transfer station has been replaced

5. Management Council: Reported that it has been relatively slow but bookings are increasing. The Easter Egg Scramble will occur on March 30th and a Family Dinner on the 31st. A meeting on the Tippy Dam/Hodenpyle Dam meeting is scheduled for April 8th from 8 a.m. until noon.
6. Park and Recreation: Two styles of dock bumpers were reviewed and it was determined the ones best suited for the docks at the Robinson boat launch would be the round style with 4 sets needed at a cost of \$660.00 to purchase and install.
7. Planning: Nothing to report. Clerk Montgomery inquired about work on the Master plan noting funds allocated to complete portions of the project, a survey and other items associated with its' compilation. Trustee Fraley indicated nothing has been done. The Planning Commission annual report was presented noting permits approved in 2023. Also noted was a request for \$5,000 for work on the Master plan. Supervisor Mobley will speak with the Planning and Zoning official for clarification.
8. Zoning: Two land use permits issued.

PUBLIC COMMENT/COMMUNICATION: Wellston Fireworks and Family Fun will host an Easter Egg Scramble on March 30th and a bottle and can drive at Seaman and 6th street June 1st during the Spring Clean Up. The group representative presented a plan for food vendors and craft vendors at Crystal Lake during the 4th of July celebration. Food Vendors and Artisans will be set up along 2nd and Oak Streets. It is estimated there will be 20 vendor spots and 3 to 4 food vendors. Additionally, throughout the day the Manistee veterans, Homeward Bound and the National Forest Service will have informational tents at various locations at the park. Request by the Woods Center to place black fence cover on the Wellston Cemetery fence that is adjacent to the center. Board consensus to allow placement of black fence cover in exchange for the Woods Center to gift the Township the bleachers.

UNFINISHED BUSINESS:

Discussion on Community Center Flooring replacement. Clerk Montgomery indicated that residents who contacted her were opposed to replacement due to cost. Clerk Montgomery consulted with Nixon Flooring owner Rob Nixon who noted that the current flooring, although out dated in style, did not pose any safety risk. Supervisor Mobley indicated the floor would not be replaced at this time.

Board discussion on a Farmers Market. Supervisor Mobley indicated he had done further research and was ok with an Artisans/Growers Market noting that the market would be restricted to locally grown and produced products as opposed to having produce purchased and resold at the market. The best suited place for such a market would be at Crystal Lake. The market group would also like access to the pavilion or gazebo for "demonstration" or "learning" events on a periodic basis. Board consensus on use of Crystal Lake for the Artisans/Growers Market on Saturdays starting late Spring/Early Summer.

Discussion on modifying the swing set purchase for Crystal Lake presented at the last meeting. After lengthy discussion it was determined a minimum of one swing set (a second set if possible) with 4 swings would be purchased at a cost not to exceed \$4200.00. Options from another vendor were explored.

NEW BUSINESS:

Montgomery moved; Skiera seconded to approve Resolution 2024-3-12 to authorize the Clerk to complete and submit the PAR Grant application to request funding for a backup generator for the Community Center. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Board members set the Budget workshop day for Wednesday May 1st, 2024 at 5:30 p.m. The Clerk will provide the Supervisor the year-to-date budget figures for all funds at least one week prior to the meeting.

Discussion on the MRA Youth Athletics. Board members were in consensus that participation by Norman Township residents did not justify the cost associated with membership.

Mobley moved; Skiera seconded to appoint Supervisor Mobley the FOIA Coordinator. Clerk Montgomery apologized and indicated that because the FOIA's were primarily coming from an employee that the Supervisor was best person to handle them since it had basically turned into a game. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Skiera moved; Montgomery seconded to approve the Contract and Agreement for Services with Manistee, Mason, and Oceana Conservations Districts for Household Hazardous Waste in the amount of \$626.80. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Skiera moved; Montgomery seconded to approve the appointment of Nick Schilling to the Planning Commission to replace the vacancy left by the resignation of Matthew Taylor. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Tighe moved; Fraley seconded to approve the purchase of Dock bumpers from Home Depot for the Robinson boat launch docks in an amount not to exceed \$660.00. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.

Montgomery moved; Tighe seconded to adjourn at 8:37 p.m. Yeas: Mobley, Tighe, Montgomery, Skiera and Fraley. Motion Passed.