

**NORMAN TOWNSHIP  
BOARD OF TRUSTEES MEETING MINUTES  
SEPTEMBER 12, 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 sixteen (16).

Supervisor Mobley added the following item to the agenda: Mutual Aid Agreement.

**ADOPTION OF CONSENT AGENDA:** Fraley moved, Skiera seconded to approve the Consent Agenda: Board Meeting Minutes of August 8, 2023, Expense Voucher of September 12, 2023, Treasurers Report of August 2023 and adoption of the agenda. Motion Passed unanimously.

**REPORTS:**

1. Fire Department: Reported a high volume of calls. 258 runs this year for a total of 1764 man hours averaging 6.8 hours per day. Jaws of Life have been utilized with remarkable performance.
2. Ambulance: Reported routine maintenance scheduled.
3. Assessors: Reported 12 calls for cards from real estate companies and this fall they will start building permit inspections.
4. Custodian: Reported the need for gravel at transfer station and park to reduce the erosion of asphalt, need to feather down berm on Seaman Rd. along Township due to lawn mower blade scalping of grass, addition of grass seed in affect area, permission granted to remove Excel Wellston Playground sign at park, Garden beds and bench(s) due to decay, work continues on new dump trailer.
5. Transfer Station: Reported the focus group is working on flyers for annual cleanup day to be distributed at transfer station and potentially along with assessment notices, discussion on adding a banner, disposal of mattresses with possible limits on number, scrap metal and excess trash (beyond the 3 yards).
6. Management Council: Reports watershed meeting regarding Little Manistee River "Natural River" designation and how it would, if adopted, supersede all local authority, celebration of life, upcoming Health Department inspection, and the new hall rental brochures are nearing completion.
7. Park and Recreation: Dock replacement at Crystal Lake near completion and need for added gravel at dock approach due to water level.
8. Planning: No report provided.
9. Zoning: Reports slow down which is customary at this of year with 7 permits issued.

**PUBLIC COMMENT/COMMUNICATION:** Representative from liability carrier MMRMA was awaiting final proposal from underwriting and will present proposal at a meeting, to be determined, prior to the end of the month. Resident requested poles be added at the backwaters boat docks for grab bars to get in and out of boats, Supervisor indicated that bumper guards needed to be added to eliminate damage to the docks.

**NEW BUSINESS:**

Fraley moved; Montgomery seconded to approve the agreement with Covet Security for the installation and monitoring interface of a new security system at Township Hall. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Motion passed unanimously.

Mobley moved, Fraley seconded to approve the agreement with Covet Security for the installation and monitoring interface and storage of the ballot drop box. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Motion passed unanimously.

Montgomery moved, Skiera seconded to approve the purchase of assessing software from Pivot Point and annual maintenance agreement. Yeas: Montgomery, Tighe, Fraley and Skiera. Abstained: Mobley. Motion passed.

Mobley moved, Montgomery seconded to approve the purchase of 10 SCBA (Self Contained Breathing Apparatus), masks, tanks and compressor from MacQueen and the financing of \$85K over 5 years with Republic First National Bank. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Motion passed unanimously. Possible sale of old tanks if feasible.

Mobley moved, Skiera seconded to approve the agreement between the Township and Small Town Saturday Night Fireworks in the amount of 10K for the 2024 Fireworks display at Crystal Lake. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Motion passed unanimously. Check in the amount of required downpayment (5K) was provided by Wellston Fireworks and Family Fun, balance will be provided by the February 2024 meeting.

Montgomery moved; Fraley seconded to approve the purchase of a new AED unit for the Community Center. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Motion passed unanimously.

Mobley moved, Tighe seconded to approve Resolution 2023-9-12 the Norman Township Early Voting Plan. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Motion passed unanimously. Early Voting will take place at Maple Grove Township for all State and Federal elections beginning 2024.

Mobley moved; Skiera seconded to approve the Mutual Aid Agreement for fire services throughout Manistee County. Yeas: Mobley, Montgomery, Tighe, Fraley and Skiera. Motion passed unanimously.

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