

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: January 11, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: Byczek asked to add item a under OLD BUSINESS, school taxes and under NEW BUSINESS, item d. Windows, item e. Compost site, item f. Raises in pay and item g. Cemetery roads. Motion made by Giuliani, seconded by Solda, to amend the agenda as requested. All ayes. Passed 5-0.
3. Citizens' Time: None
4. Approve minutes of December 14th meeting: Motion by Steeno, second by LaValley, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: report for November was reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by Steeno, second by LaValley, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. School taxes: discussion was held regarding the amount that other jurisdictions charge to collect school taxes. It is more than what we charge. LaValley will study the matter and give us a report at the next meeting.
8. NEW BUSINESS:
  - a. Budget amendments for this fiscal year: will be discussed at a special meeting to be held on February 8th at 5:00 which is right before the next regular meeting.
  - b. Planning commission appointments: we received 2 applicants for the open seats. Peter Kivisaari, who is a reappointment, and Brian Pellegrini. Robert Girardi expressed interest in being an alternate on the committee. Motion was made by LaValley, seconded by Giuliani, to appoint Kivisaari, and Pellegrini to the 2 open seats on the Planning Commission and to appoint Girardi as the alternate. All ayes. Passed 5-0. The organizational meeting of the planning commission will be held on January 25th at 5:30 p.m. at the Norway Township Hall.
  - c. Budget items for next year: quotes will be obtained for new cemetery equipment and a new copier for the office.
  - d. Windows in town hall: there are 5 windows in need of replacement in the town hall. A quote was received for St. George Glass in the amount of \$7,886.00. There is enough money in this year's budget for the work to be done. Motion was made by Giuliani, seconded by Solda, to have the 5 windows replaced. All ayes. Motion passed 5-0.
  - e. Compost site: discussion was held on continuing with the joint compost site with the city of Norway located on Oak Crest Drive. Costs were higher this year than anticipated. Board members decided it was still more cost effective to be in this joint contract than to provide a compost site in the township.

- f. Raises in pay for next fiscal year: raises for board members and employees were discussed. More will be decided at the budget workshop to be held at a later date.
  - g. Cemetery roads: some of the roads in the cemetery are badly in need of resurfacing. Money will be set aside for this work in the next budget depending on how much the project to resurface District 5 Road costs.
9. Citizens Time None
10. Committee reports - **Solda** - North Alert Ambulance - the work on the ambulance will be completed in March. There is a loaner unit on site at this time..
11. Board member comments - **Steen** - discussed when the planning commission will start having meetings. **LaValley** - tax collections going well. **Giuliani** - financial audit from last year is almost done. Waiting to hear from the accountant. **Byczek** - the contractor removing the trees from the cemetery will be back in the spring to complete the job.
12. Facility Manager Comments: lights aren't working on the front of the town hall. They will be replaced as necessary.
13. Adjournment: Being no further business, motion was made by Steeno, second by Giuliani, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 6:25 p.m. Next meeting will be February 8, 2021 at 5:30 p.m. Special meeting at 5:00 p.m. on February 8th to discuss budget amendments.

Joyce Giuliani

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: February 8, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: motion by Steeno, second by LaValley, to accept the agenda as presented. All ayes. Passed 5-0.
3. Citizens' Time: None
4. Approve minutes of January 11th meeting: Motion by Solda, second by LaValley, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: report for January was reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by LaValley, second by Steeno, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. Review items for next year's budget: estimates were reviewed for roadwork on District 5 Road and replacing the copier. The Budget Hearing will be held on March 8, 2021 at 5:00 p.m. before the regular board meeting. . If you have any other ideas for projects or equipment please let Byczek know as soon as possible. An estimate for paving cemetery roads will be obtained. Raises for employees were discussed. It was suggested that the clerk and treasurer receive 3% raises, the Zoning Administrator a 50% raise due to the amount of work required with that position, the Facilities Manager a 4% raise and a raise to his annual bonus, and to raise the rate for hourly workers to \$12.50 per hour. Final decisions will be made at the Budget Hearing.
  - b. School tax collection fees: LaValley presented her findings on what the other jurisdictions are paying for the collecting of school taxes. She found that other places are charging more than we are. Our rates have not been changed for many years. Motion was made by Byczek, second by Steeno, to increase the amount that is charged for collection of school taxes from \$1.50 per parcel to \$2.00 per parcel for Norway-Vulcan Area Schools and from \$.50 per parcel to \$.75 per parcel for the Dickinson-Iron Intermediate School District. All ayes. Passed 5-0.
8. NEW BUSINESS:
  - a. Road commission estimate: this was discussed in item a. Under Old Business.
  - b. Nickels Logging: Nickels Logging has requested another extension on their contract to log trees on township property due to low timber prices. Motion was made by Steeno, second by Giuliani, to approve the extension of the contract with Nickels Logging to December 1, 2021. All ayes. Passed 5-0.
  - c. Street Light Request - a request was received from Rodd & Patricia Cerasoli to install a streetlight directly across from their home due to the increased crime in their neighborhood. When we measured, the nearest streetlight was approximately 140 ft from their home. Streetlights in the township are installed to provide traffic assistance

and are placed at intersections, curves, or hills. Motion by Byczek, second by Solda, to deny the Cerasoli's request for a streetlight as the township is not responsible for providing security lighting to residences. All ayes, passed 5-0.

- d. Extend due date for taxes to March 1st: LaValley noted that the last date to pay property taxes without a penalty is March 1st due to February 28th being on Sunday. She will be in the office all day on February 16th and March 1st for tax collection in addition to the usual 4:00 p.m. to 7:00 p.m. on Wednesday nights.
9. Citizens Time None
  10. Committee reports - **Steen** - organizational meeting of the Planning Commission went well.
  11. Board member comments - None
  12. Facility Manager Comments: will be placing ads for summer help soon.
  13. Adjournment: Being no further business, motion was made by Giuliani, second by Steeno, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 6:25 p.m. Next meeting will be March 8, 2021 at 5:30 p.m. Budget Hearing at 5:00 p.m. on March 8th.

Joyce Giuliani

Norway Township Public Budget Hearing, March 8, 2021

1. Meeting called to order at 5:00 p.m..by Supervisor Byczek, pledge to the flag recited.
2. Members present: Supervisor - Don Byczek, Clerk - Joyce Giuliani, Treasurer - Kristen LaValley, Trustee - David Solda, Trustee: Michael Steeno
3. Approve agenda: Motion to approve agenda was made by Steeno, second by Solda.. All ayes. Passed 5-0.
4. Citizens' Time: None
5. NEW BUSINESS:
  - a. Approve 2021/2022 budget: budget was reviewed and finalized. Motion by Giuliani, second by Steeno, to approve the FY2021/2022 budget. Roll call vote: Ayes - LaValley, Solda, Giuliani, Byczek, Steeno. Nays - none. Passed 5-0.
  - b. Approve 2022 General Appropriations Act: Motion by LaValley, second by Solda to approve the 2021 General Appropriations Act. Roll call vote: Ayes - Giuliani, LaValley, Solda, Byczek, Steeno. Nays - none. Passed 5-0.
  - c. Approve Resolution 2021-1 Establishment of Regular Board Meeting Time & Place: Motion by Steeno, second by LaValley to approve Resolution 2021-1. Roll call vote: Ayes - Solda, Giuliani, LaValley, Byczek, Steeno Nays - none. Passed 5-0.
  - d. Approve Resolution 2021-2 Establish Norway Township Pay Rates, Salary Schedules and Reimbursement: Motion by Solda, second by Steeno, to approve Resolution 2021-2. Roll call vote: Ayes - Byczek, LaValley, Giuliani, Solda, Steeno. Nays - none. Passed 5-0.
  - e. Approve Resolution 2021-3 Township Investment and Depository Designation Resolution: Motion by Steeno, second by LaValley, to approve Resolution 2021-3. Roll call vote: Ayes - Giuliani, Byczek, Solda, LaValley, Steeno. Nays - none. Passed 5-0.
  - f. Authorization for year-end budget amends to current budget: Motion to approve budget transfers as of March 31, 2021 to alleviate any deficiencies in individual activities was made by LaValley, second by Giuliani. Roll call vote: Ayes - Byczek, Giuliani, LaValley, Solda, Steeno. Nays - none. Passed 5-0.
6. Citizens' Time: None

7. Motion by Steeno, second by LaValley, to adjourn. All ayes. Meeting adjourned at 5:23 p.m.

Joyce Giuliani

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: March 8, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: motion by Steeno, second by LaValley, to accept the agenda as presented. All ayes. Passed 5-0.
3. Citizens' Time: None
4. Approve minutes of February 8th meeting: Motion by Solda, second by Steeno, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: report for February was reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by Steeno, second by LaValley, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. None
8. NEW BUSINESS:
  - a. None
9. Citizens Time None
10. Committee reports - None
11. Board member comments - LaValley - tax collection is done. Will finalize with the county next week.
12. Facility Manager Comments: None
13. Adjournment: Being no further business, motion was made by Solda, second by Giuliani, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 5:45 p.m. Next meeting will be April 12, 2021 at 5:30 p.m.

Joyce Giuliani

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: April 12, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: motion by Solda, second by Giuliani, to accept the agenda as presented. All ayes. Passed 5-0.
3. Citizens' Time: Sue Raiche - presented the board with an original platted map of Vulcan.
4. Approve minutes of March 8th meeting: Motion by LaValley, second by Steeno, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: reports for March and end of fiscal year were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by LaValley, second by Solda, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. Update on blight properties: there are currently 3 cases that have been referred for legal action. Our Zoning/Blight Enforcement Officer is frequently monitoring these sites and discussing problems with the owners. There are 4 more cases that will be investigated in the near future. One of these is United Abrasive in the Industrial Park. There is a high level of chromium on site. The Michigan Department of Environmental, Great Lakes, and Energy has been contacted regarding this problem. Soil samples will be obtained and sent for testing for lead, asbestos, zinc and chromium.
8. NEW BUSINESS:
  - a. Charter internet/cable tv franchise: Charter Communications files for a cable television franchise renewal in the township. There are 110 customers. There is an option for the township to charge a franchise fee to customers between 1% - 5% upon renewal. There is no fee currently being charged. Consensus agreement by the board was to renew the contract as it has been in the past, with no franchise fee being charged.
  - b. Solar array project update: there are problems with the mining company that previously leased the land. Project is on hold due to legal issues.
  - c. Cemetery projects up this year:
    - i. Trees - 4 big trees and 3 small trees still need to be removed. The contractor from last year does not want to finish the job. Byczek contacted Chris St. Vincent who gave him a quote of \$12,000 to remove the trees and \$2,000 for stump grinding. Motion was made by Joyce, second by Steeno, to contract with Chris St. Vincent for tree removal and stump grinding work. All ayes. Passed 5-0.
    - ii. Roads -Byczek will get quotes from Midwest Asphalt and Bacco for road repair
    - iii. Power washing of headstones - 5 blocks completed last year, will get at least 5 more blocks completed this year depending on worker availability.



- iv. Flag poles - some of the poles for the avenue of flags are bent. Byczek will contact Mike Zanoni to see what can be done with them.
  - v. Painting of the cross - Byczek will get quotes to have the cross refinished and the cement base repaired.
  - vi. Fill sunken graves - work to be done if there is enough help available.
- d. District 5 Road paving project: the county has sent 3 different proposals on the road work. The only difference between the 3 is the length of the area they will repave. The county will have the final decision on which proposal they will accept. Motion was made by Solda, second by Steeno, to accept all three bids that the county has sent so the project can be awarded as soon as the county decides what they will do. All ayes. Passed 5-0.
  - e. Assessing contract: motion was made by Giuliani, second by LaValley, to renew our assessing contract with Triple A Assessing from April 15th, 2021 thru April 15th, 2023. All ayes. Passed 5-0.
  - f. Covid 19 Stimulus funds: Norway Township will receive approximately \$140,000 of Covid 19 relief funds. There may be restrictions on what it can be used for. Half of the amount will arrive this year and the other half next year. We have until 2024 to spend it.
  - g. Spring Clean Up - the board decided to hold the annual spring clean up from Thursday, May 13th thru Sunday May 16th this year. Location will be at the same site as last year. Giuliani will contact Midwest Asphalt and Great American Disposal for dumpster rental. There will also be a small dumpster for scrap tires. The cost of any scrap tires we collect will be reimbursed through the Scrap Tire Reimbursement Grant.
  - h. Prioritize road projects for the next 3 years: we will need to let the road commission know what roads we plan on doing for the next 3 years. Board members are urged to check out the local roads and present their suggestions.
  - i. Fencing at ballpark: there have been incidences of vehicles driving in the park area at the ballpark. Byczek will talk with contractors to come up with some ideas for installing fencing or barrier posts in this area.
  - j. Wild Rivers Invasive Species Coalition memorandum of understanding :the Memorandum of Understanding between local business and the Wild Rivers Invasive Species Coalition expires on 4/30/21 We have received a renewal form to remain with the group. Motion by Steeno, second by Solda, to remain a partner of the Wild Rivers Invasive Species Coalition. All ayes. Passed 5-0.
9. Citizens Time None
10. Committee reports: None
11. Board member comments: **Byczek** - 1) we have received 2 applications for summer workers so far. No one hired yet. 2) working on updating the Master Plan. It will be reviewed by the Planning Commission. 3) attended a meeting regarding a county-wide GIS mapping project. Nothing will change at our local level if it moves forward. **Giuliani** - 1) the cemetery records project is moving along well. Approximately half done at this time. 2) handouts regarding the Eurasian Milfoil Treatment at Lake Mary were passed out.

12. Facility Manager Comments: None

13. Adjournment: Being no further business, motion was made by Giuliani, second by Steeno, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 7:10 p.m. Next meeting will be May 10, 2021 at 5:30 p.m.

Joyce Giuliani

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: May 10, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: motion by Solda, second by Steeno, to accept the agenda as presented. All ayes. Passed 5-0.
3. Citizens' Time: None
4. Approve minutes of April 12th meeting: Motion by LaValley, second by Byczek, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: reports for April and last fiscal year were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by Steeno, second by Lavalley, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. Update on blight properties: there has been an improvement in the blighted properties since the cases were referred to the township lawyer. There are several other different properties that are in need of work. The Zoning Enforcement Officer will be contacting the property owners this week.
  - b. District 5 paving project: the road commission still has not decided if they are going to add 500 ft. to the original project. The cost of doing the additional 500 ft. is \$13,069 more than the original cost estimate. Work should be starting soon.
  - c. Cemetery projects: received 2 estimates for the paving of the cemetery roads. Costs were higher than anticipated. This will be tabled until the next meeting when more information can be obtained. The trees have been removed and clean up is pretty much done. Two more summer workers have been hired and will start at the end of May. Work will begin soon on filling in the sunken graves and power washing the headstones.
  - d. Spring clean-up: will be held beginning Thursday, May 13th through Sunda, May 16th. No information was received regarding the scrap tire grant for 2021 so we will not be collecting scrap tires at the cleanup site this year.
  - e. Fencing at ballpark: a quote was obtained from Northern Landscaping for installation of a fence that would prevent cars from driving on the grass. Cost is estimated at \$1,400.00. Motion was made by Solda, second by Giuliani, to hire Northern Landscaping to install the fence at a cost not to exceed \$1,400.00. All ayes. Passed 5-0.
  - f. Update on Groveland Mine/solar array project; this project is on hold until the ownership of the mineral rights is decided.

8. NEW BUSINESS:

- a. Review FY20 audit: the audit went well. The only deficiencies noted were the lack of trained accounting personnel to prepare financial reports. The remedy for this is to have township personnel work closely with the accountant.
- b. Planning commission review: the Planning Commission met on April 26th. There were no recommendations from them.
- c. Planning for the use of the American Rescue Plan funds: we have not received any funds yet. At this time uses are limited to broadband improvements, water and sewer improvements, and COVID-related business costs.
- d. Drinking fountain at the ballpark: a question has come up regarding opening up the drinking fountain at the ballpark. It is not against any law to open it up. Health department prefers that we do not open it up as is. They would prefer us to alter it so that you can only fill bottles with it and not drink out of it. Consensus of the board was that we will open it up for drinking as usual and if people are uncomfortable with it they don't have to use it.
- e. County-wide GIS mapping - this project was approved by the County. There is no benefit to any of the jurisdictions in the county from this project.

9. Citizens Time None

10. Committee reports: North Alert Ambulance will be getting its new ambulance this month.

11. Board member comments: **Byczek** - it has been brought to our attention that the city of Norway intends to run water and sewer lines along Oak Crest Drive within the next 3 years. This involves tearing up the roadway. Since Oak Crest Drive was one of the top priority road projects for the township we will have to reprioritize our list of road projects to give to the county.

12. Facility Manager Comments: None

13. Adjournment: Being no further business, motion was made by LaValley, second by Giuliani, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 6:35 p.m. Next meeting will be June 14, 2021 at 5:30 p.m.

Joyce Giuliani

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: June 14, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: motion by Solda, second by Giuliani, to accept the agenda as presented. All ayes. Passed 5-0.
3. Citizens' Time: None
4. Approve minutes of May 10th meeting: Motion by Steeno, second by LaValley, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: reports for May were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by Solda, second by Steeno, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. Cemetery projects update: cutting of trees is done and area is leveled out and reseeded. Filling sunken graves and repairing of headstones will start soon. Still trying to find a contractor to paint the cross. Road paving project at cemetery final decision will be tabled until July.
  - b. Agreement for Law Enforcement services from U.P.S.E.T.: tabled until next meeting until all paperwork is reviewed.
  - c. Blight Updates: 2 of the cases are in court now and one the Zoning & Blight Officer is working closely with another homeowner to get issues resolved at this time. The home on River Road is looking much better. At the Industrial Park, there are some businesses that need to cut the grass on their property. We are currently working with EGLE on the United Abrasive case.
8. NEW BUSINESS:
  - a. Roadwork at Carney Lake: since this is a state-owned road, Byczek will call the DNR to ask them to grade the road.
  - b. Camping at Fairgrounds: True North Outpost was granted permission by the County Fairboard to use the fairgrounds for camping. The fairboard is charging them full price for the campsites. The owner of True North Outpost has asked the township to assist them in requesting a lower, long-term rate. Byczek will call the fair board chairman.
  - c. Removal of trees at soccer field: Steeno has been getting questions from residents about why the trees at the soccer field were cut down. This is city-owned property and does not involve the township. All questions should be referred to the Norway City Hall.
  - d. Piers Gorge Road: Byczek has contacted Ed McBroom's office regarding the state paving the Piers Gorge Rd as they stated they would when they turned the Piers Gorge

area into a state recreation area. Beau LaFave's office is also involved. In the meantime, the county is doing dust control work on the road to try to keep the dust down in the area where the homes are located.

9. Citizens Time None

10. Committee reports: North Alert Ambulance's new ambulance was delivered 2 weeks ago. The old chassis was sold.

11. Board member comments: **Byczek** - solar array project is still on hold until the mineral rights issue can be resolved. This project will not begin any time soon. District 5 road is in the process of being repaved. The surface is all gravel at this time. It needs more work before paving can begin. County Rd 573 and 577 bridges will be resurfaced this summer. Still waiting to see how the distribution and use of the American Rescue Plan money will work out. **LaValley** - working on the summer tax bills which will go out at the end of the month. **Giuliani** - the carpet in the hall will be cleaned on June 24th. Still working on the cemetery records project, probably about ½ way done. The spring clean-up went well.

12. Facility Manager Comments: None

13. Adjournment: Being no further business, motion was made by Steeno, second by LaValley, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 7:00 p.m. Next meeting will be July 12, 2021 at 5:30 p.m.

Joyce Giuliani

## NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: July 12, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: Steeno requested that "tree planting" be added to Item b under New Business. Motion by LaValley, second by Giuliani, to accept the agenda as presented with the addition of "tree planting" to Item b under New Business.. All ayes. Passed 5-0.
3. Citizens' Time: None
4. Approve minutes of June meeting: Motion by Steeno, second by LaValley, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: reports for June were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by Solda, second by LaValley, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. Agreement for Law Enforcement services from U.P.S.E.T.: discussed the proposal from U.P.S.E.T. Supervisor Byczek called for a motion to adopt the agreement proposal from U.P.S.E.T. three times. No motion was offered. Request is denied.
  - b. Blight Updates: the condemned house is sold pending paperwork, all other cases are making progress.
  - c. District 5 Road & Piers Gorge Road updates: District 5 looks good, needs final inspection. Dust control is done on Piers Gorge Road and Lake Rd.
8. NEW BUSINESS:
  - a. GIS Mapping access request - consensus agreement by the board to allow Corelogic to download a copy of our GIS Mapping site for cost of \$150.00. LaValley will coordinate the request.
  - b. Tree removal/tree planting at cemetery next year: more dead trees need to be removed at the cemetery next year. Facilities Manager and board members will determine which trees to remove. The Facilities Manager will get an estimate to remove the dead oak near the retaining wall this year. The City of Norway is having a tree sale. More information will be obtained in regards to purchasing some new trees for the cemetery in limited locations. More information will be forthcoming at the August meeting. As for other cemetery projects - headstone washing is going well and still trying to find someone to sandblast and paint the cross.
  - c. Cemetery roads: due to the high cost of resurfacing the roads at the cemetery this project will be put on hold indefinitely.

- d. Township roads - tabled until September
  - e. American Rescue Plan funds: Norway Township will be requesting funds through this program.
  - f. U.P. North Summit: board members should review the pamphlet. We will decide who is going at the August meeting.
9. Citizens Time None
10. Committee reports: None
11. Board member comments: **Byczek** - board should start thinking about doing cost-of-living increases for the cemetery. Assessed property values are going to be going up by 11% next year. Board of Review is at 3:30 p.m. next Tuesday, July 20th. Planning Commission meets at 5:30 p.m. on July 26th. Resolved a complaint regarding parking at the old Town Tap Bar. Discussed some of the signs that have been posted in the area lately. Removing them violates the owners right to freedom of speech. **LaValley** - tax collection going well. **Giuliani** - talked about the monthly fire report.
12. Facility Manager Comments: None
13. Adjournment: Being no further business, motion was made by Steeno, second by Giuliani, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 6:45 p.m. Next meeting will be August 9, 2021 at 5:30 p.m.

Joyce Giuliani



NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: August 9, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: Motion made by Steeno, second by Solda to approve agenda as presented. All ayes. Passed 5-0.
3. Citizens' Time: R. Girardi - tall grass along Fern St.
4. Approve minutes of July 12th meeting: Motion by LaValley, second by Solda, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: reports for July were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Board members had some concerns regarding the work on District 5 Road. Motion by LaValley, second by Giuliani, to pay bills as presented with the exception of the bill from the Dickinson County Road Commission for District 5 Road. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. U.P. North Summit: motion was made by Giuliani, second by Solda, to allow board members to attend the U.P. North Summit at the Island Resort and Casino on September 13th and 14th with the township covering the cost of the registration fee and mileage. All ayes. Passed 5-0.
  - b. District 5 Road - Byczek met with road commission officials regarding District 5 Road after the completion of the project. Board members would still like to discuss some issues with the completed work with the road commission supervisor. A meeting will be set up in the near future.
  - c. Blight Update: progress continues to be made on blight issues in the township.
  - d. Tree planting at cemetery: we will not know until the end of August or first part of September how many trees will be available for purchase and what the cost will be. A committee of board members to include Byczek, Giuliani and Steeno will come up with a plan of where to plant the trees when we get them. There may possibly be room for up to 20 trees.
  - e. Township road work prioritization: after lengthy discussion board members have decided that the River Meadows and Old U.S. 8 roads are first priority and the north half of Ball Road from U.S. 2 to just past Casmier's Rd is the second priority. Third priority was not assigned due to sewer work that may be done on Oak Crest Drive which would eliminate the need for us to pay for paving it.
  - f. Cemetery rates: motion was made by Solda, second by Steeno, to raise the cemetery rates each year, beginning April 1st, by the cost of living adjustment amount. All ayes. Passed 5-0

- g. GIS agreement with county: motion was made by Steeno, second by Lavalley, to accept the agreement with Dickinson County to provide for GIS mapping services. All ayes. Passed 5-0.

8. NEW BUSINESS:

- a. Principles of Governance adoption: consensus agreement was made by the board to adopt the Principles of Governance mission statement.
- b. Seal coat parking lot at hall: contractor who did the parking lot work last year was contacted regarding seal coating of the lot this summer. They state it doesn't need to be sealed this year but they will come down and do maintenance on several problem areas.
- c. Quote for tree removal at cemetery: a quote was received for \$1,200.00 to remove the dead tree in lot 13. Work will begin in mid-August.
- d. Quote for painting cross at cemetery: a quote was received for \$1,500 to sandblast, prime and paint the cross. Work will begin at the end of August.
- e. Federal Procurement Conflict of Interest Policy: motion was made for Giuliani, second by Solda, to adopt a Federal Procurement Conflict of Interest Policy in Norway Township as a requirement to qualify for American Rescue Plan funds. Roll call vote: ayes - LaValley, Giulian, Byczek, Solda, Steeno. Nays - none. Passed 5-0.
- f. Sale of township land - small school lot and piece of land across from apartments in central Vulcan: discussion was held on the pros and cons of selling these pieces of land and consensus opinion was not to try to sell them at this time.

9. Citizens Time None

10. Committee reports: **Solda**: Ambulance authority - still hoping to sell the lot next door to the ambulance garage.

11. Board member comments: **Byczek** - DCTA meeting will be held at the Breitung Township Hall in Quinnesec on August 16th at 6:30 p.m. Zoning Ordinance will be online on our website shortly. **LaValley** - tax collection going well. Will be out of the office on August 25th and September 14th. Deputy Treasurer will fill in. **Giuliani** - cemetery project is about half completed at this time.

12. Facility Manager Comments: None

13. Adjournment: Being no further business, motion was made by Giuliani, second by Steeno, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 6:33 p.m. Next meeting will be September 13, 2021 at 5:30 p.m.

Joyce Giuliani

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: September 13, 2021

Board members present: Don Byczek, Supervisor; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee. Absent: Joyce Giuliani, Clerk.

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: Motion made by Steeno, second by Solda to approve agenda as presented. All ayes. Passed 4-0.
3. Citizens' Time: None
4. Approve minutes of August 9th meeting: Motion by Solda, second by LaValley, to approve minutes as presented. All ayes. Passed 4-0.
5. Financial report: reports for August were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by LaValley, second by Steeno, to pay bills as presented. All ayes. Passed 4-0.
7. OLD BUSINESS:
  - a. District 5 Rd/review invoice: reviewed and approved under Bills for Approval.
  - b. Blight Update: progress continues to be made in some areas. Last week there was a problem with a resident having a shipping container in their yard for storage, which is against the Zoning Ordinance.
  - c. Tree planting at cemetery: trees are available for purchase at this time. Motion was made by Steeno, second by Solda, to purchase ten (10) 2" diameter Autumn Blaze trees and ten (10) 2" diameter Accolade Elm trees through the City of Norway. All ayes. Passed 4-0. Trees will be planted by the Facilities Manager.
8. NEW BUSINESS:
  - a. Trespassing problem at city well site: township will order signs to read "No Unauthorized Motor Vehicles".
  - b. Cemetery issues:
    - i. Ashes being spread on ground by family: table until more information is received
    - ii. Headstones being put in by family: table until more information is received
    - iii. Removal of spruce trees: this winter dead spruce trees will be removed
    - iv. Paint base of cross/paint Jesus statue: cross has been painted, Michelle Chartier will paint the Jesus statue.
  - c. Unemployment issues: the board agreed to let our summer employee work as long as Paul needs him.
  - d. Update on ARPA Funds: we will be receiving ½ of the amount around the end of September.
9. Citizens Time None

10. Committee reports: None

11. Board member comments: **LaValley** - tax collection almost finished for summer taxes. **Steen** visited with our former township Supervisor. He is turning 90 on Thursday.

12. Facility Manager Comments: None

13. Adjournment: Being no further business, motion was made by Steeno, second by LaValley, to adjourn. All ayes. Passed 4-0. Meeting was adjourned at 6:30 p.m. Next meeting will be October 11, 2021 at 5:30 p.m.

Joyce Giuliani

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: October 11, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee. .

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: Motion made by Solda, second by Steeno to approve agenda as presented. All ayes. Passed 5-0.
3. Citizens' Time: None
4. Approve minutes of September 13th meeting: Motion by Steeno, second by LaValley, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: reports for September were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by LaValley, second by Steeno, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. Tree planting at cemetery - trees will arrive October 13th. Will order bladders for watering the trees next spring as the trees are dormant now.
  - b. Blight Update: progress continues to be made. One resident will be going to court unless they clean up their garbage.
  - c. Cemetery issues:
    - i. Ashes being spread on the ground by family: the cemetery ordinance states that spreading of ashes is prohibited. Notices will be placed in the Lufts Advertiser, the Dickinson County Advertiser and on the website to remind residents of our policy.
    - ii. Headstones being put in by family: the cemetery ordinance states that all headstones placement will be coordinated with the cemetery sexton. A letter will be sent to the family who placed the headstone without consulting the sexton to remedy this situation..
    - iii. Restore the fountain to working order: Steeno will work with the Facility Manager to repair the fountain.
  - d. Solar array project: studies are being done to see if the tailings are strong enough to hold the solar panels and the DNR is still dealing with some of the mineral rights on the property. Solar panels will not be in place until at least 2024.
8. NEW BUSINESS:
  - a. Leased land: a request was received from a resident regarding leasing the land located behind the cemetery to reduce the number of people hunting in the area. After lengthy discussion the board felt that this was not appropriate as the land is public and everyone has a right to use it. The board agreed to install signs saying No Motor Vehicles to see if this alleviates any of the problem.

- b. Housing development: the board discussed the feasibility of selling the land behind the cemetery for housing.
  - c. Assessor visit: Township Assessor Desjarlais explained that the assessed values of township property will be going up by 10% in accordance with the sales prices of land in the county. He is still working on checking out property that had building permits this year. Taxes will be increased by 1.4% this year.
9. Citizens Time Jordan Marchetti - leasing land behind the cemetery
10. Committee reports: None
11. Board member comments: **Steen**: talked about marijuana information and recreation possibilities from the MTA conference he attended **LaValley** - only 184 tax bills are delinquent which is great for this time of the year. Summer taxes can still be paid at the hall until February 14th. **Giuliani** - work is continuing on the cemetery records, the special election ballots are out. Only about half of the av applications that were sent out have been returned so far. The scrap tire grant is almost completed. We are down to less than 500 tires left on the grant. **Byczek** - talked about information regarding township meetings that he learned at the MTA conference. ARPA funds - paperwork had to be resubmitted. City of Norway Manager is still on the job as the applicant they hired decided not to take the job
12. Facility Manager Comments: None
13. Adjournment: Being no further business, motion was made by Steeno, second by Giuliani, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 6:35 p.m. Next meeting will be November 8,, 2021 at 5:30 p.m. DCTA meeting will be held on October 18th at 6:30 p.m. at Sagola Township Hall.

Joyce Giuliani

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: November 8, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Dave Solda, Trustee; Mike Steeno, Trustee. .

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: Byczek requested that item C and A under New Business be switched to accommodate the large number of citizens at the meeting. Motion made by Steeno, second by Solda to approve agenda with items C and A under New Business being switched. All ayes. Passed 5-0.
3. Citizens' Time: Robert Girardi, Scott Marks, Logan Parolini, Dan Lindsley, Scot Sternhagen, Roger Peterson, Andrew Peterson, Jordan Marchetti, Pat Peterson, David Langin, Kyle Staples - comments were made during the discussion of Item A under New Business - Post Land Behind Cemetery as No Hunting.
4. Approve minutes of October 11th meeting: Motion by LaValley, second by Steeno, to approve minutes as presented. All ayes. Passed 5-0.
5. Financial report: reports for October were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by LaValley, second by Steeno, to pay bills as presented. All ayes. Passed 5-0.
7. OLD BUSINESS:
  - a. Blight Update: Most blight cases have been adequately resolved for now. One home owner going to court.
8. NEW BUSINESS:
  - a. Post land behind cemetery as No Hunting: discussion was held with local landowners as to how to resolve the hunting issue on the cemetery land. Byczek will contact the party that is causing problems in the area to see if the issue can be resolved at that level. He will also look into the legal issues of closing the land to hunting and writing up an ordinance.
  - b. Capital projects for next fiscal year: work on next year's budget will begin soon. Board members are urged to bring up any capital improvement projects or equipment needs at the next meeting so bids can be obtained as/if needed.
  - c. Appoint members to open board seats:
    - i. Board of Review - Byczek nominated Al Burklund to fill the remainder of Jane Solda's term which ends in 12/2022. Motion was made by Giuliani, second by Solda, to appoint Al Burklund to the Board of Review. All ayes. Passed 5-0.
    - ii. Planning Commission - Byczek nominated Brent Swanson to remain on the planning commission and Robert Girardi, who was the alternate, to be appointed to the other open seat. Motion was made by LaValley, second by Steeno, to appoint Brent Swanson and Robert Girardi to the Planning Commission. All ayes. Passed 5-0.

- iii. Zoning Board of Appeals - Byczek nominated Tony Baciak to be reappointed to the Zoning Board of Appeals, and Brent Swanson to be appointed as the member of the Planning Commission, and Joyce Giuliani to be appointed to replace Scott Marks whose term ends 12/2022. Byczek also nominated Jordan Marchetti as the alternate. Motion was made by Steeno, second by LaValley to appoint Tony Baciak, Brent Swanson, and Joyce Giuliani to the Zoning Board of Appeals and Jordan Marchetti as the alternate. All ayes. Passed 5-0.

9. Citizens Time: None

10. Committee reports: **Planning Commission** - working on containerized boxes in residential zoning areas issue. **DCTA** - trying to get the state redistricting commission to not split Dickinson County in half for State House Districts.

11. Board member comments: **Byczek** - Simon Davey-Farrell is done working at the cemetery. The Jesus figure has been painted and reinstalled on the cross. **Giuliani** - election went smoothly. The school millage was defeated in the township. **LaValley** - getting ready for winter taxes

12. Facility Manager Comments: None

13. Adjournment: Being no further business, motion was made by Steeno, second by Giuliani, to adjourn. All ayes. Passed 5-0. Meeting was adjourned at 6:40 p.m. Next meeting will be December 13, 2021 at 5:30 p.m.

Joyce Giuliani



NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: December 13, 2021

Board members present: Don Byczek, Supervisor; Joyce Giuliani, Clerk; Kristen LaValley, Treasurer; Mike Steeno, Trustee. .Absent; David Solda, Trustee

1. Meeting was called to order at 5:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: Motion was made by LaValley, second by Giuliani, to approve the agenda as presented. All ayes. Passed 4-0.
3. Citizens' Time: Pat Peterson, Roger Peterson, Andrew Peterson - comments were made during the discussion of Item A under Old Business - hunting on township land behind cemetery
4. Approve minutes of November 8th meeting: Motion by Steeno, second by LaValley, to approve minutes as presented. All ayes. Passed 4-0.
5. Financial report: reports for November were reviewed.
6. Bills for approval: list of bills to be paid was discussed. Motion by Steeno, second by LaValley, to pay bills as presented. All ayes. Passed 4
7. Township assessor's report - assessor was not able to attend the meeting
8. OLD BUSINESS:
  - a. Hunting on township land behind cemetery: there are several options available for this situation. The local DNR officer will work with the township as necessary to alleviate the problems in the area. The township would appreciate any input from the local residents regarding closing this land to hunting or not. No decisions will be made on this matter until the board has thoroughly weighed all of the options.
  - b. Capital projects for next fiscal year: items suggested so far are to finish replacing the windows in the town hall, fix the handicap ramp at the townhall, replace the sidewalk in front of the town hall, paving project on Old U.S. 8 and River Meadows Lane, 2 riding lawn mowers for the cemetery, new computer for clerk, and replace/refurbish dugouts at ball field.
9. NEW BUSINESS:
  - a. Budget amendments for current fiscal year: see attached list of recommended budget amendments. Motion was made by LaValley, second by Steeno, to amend the budget as suggested. All ayes. Passed 4-0
  - b. Preliminary budget for FY2022/2023 - first draft of next year's budget was discussed. Work on the budget will continue at the next meeting.
10. Citizens Time: R. Girardi - would hunting/no hunting decision apply to other township land
11. Committee reports: **Board of Review** - meets on Tuesday, 12/14 at 11:30 a.m.

12. Board member comments: **Byczek** - logging has been completed at the cemetery. Check will be coming by the end of the month.
13. Facility Manager Comments: None
14. Adjournment: Being no further business, motion was made by Steeno, second by Giuliani, to adjourn. All ayes. Passed 4-0. Meeting was adjourned at 6:40 p.m. Next meeting will be January 10, 2022 at 5:30 p.m.

Joyce Giuliani