

## NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: February 13, 2018

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 6:30 p.m. by Supervisor Byczek. Pledge was recited.
2. Approve/amend agenda: Motion by Steeno, support by LaValley to approve agenda with the addition of item g under New Business. All ayes. Passed 5-0.
3. Citizen's Time: None
4. Approve minutes of January 9th meeting: Motion by Solda, support 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 was presented. Motion by LaValley, support by Steeno, to approve payment of bills as presented. All ayes. Passed 5-0.
7. Guest Speaker: Brock VanOss of VanOss Forestry Services gave a presentation on the advantages of setting up a forest management plan for Norway Township land before we proceed with any timber harvesting.
8. OLD BUSINESS:
  - a. Streetlight cost reduction progress: Our latest count for streetlights provided by the City of Norway is 103. This is down from our previous count of 131. Our estimated savings at the end of this cost reduction project should be \$14,000 per year. We are receiving continuing complaints on 3 of the shut off lights. Byczek will develop a form to be filled out and returned by the affected citizens to help the board determine if the lights should be put back into service or not. Byczek has also contacted WE Energies regarding changing the lights they provide from HPS to LED. More on this next month.
  - b. Timber harvest: VanOss Forestry Services will provide us with a proposal for a timber harvest plan at the next meeting.
  - c. 2018-2019 budget review: proposed budget was discussed again. Board members were asked for their input before the final budget meeting. We will hold our Public Budget Hearing on March 13th at 6:00 p.m.

- d. Boundary Line Road work: Motion made by Steeno, support by Giuliani, to have the Dickinson County Road Commission seek bids on repair of Boundary Line Road from Upper Pine Creek Road to Valley View Drive. All ayes. Passed 5-0.
- e. Tax collection fee resolution: resolution 2018-1 Resolution to Not Collect Property Tax Administration Fee for 2017 Winter Taxes, which was passed at the January meeting, was presented for signature.
- f. Spring clean up: we will have a 2 day collection this year, on a Friday and Saturday. Dumpsters will be located at the old compost site at the cemetery. Date is yet to be determined.
- g. Blight issues: Byczek is continuing to work on existing blight cases. Condemnation procedures may be started against 2 of these properties.

9. NEW BUSINESS:

- a. Post Office Rent: received a letter of intent to renew the Vulcan Post Office Lease from their leasing agent, Jones Lang LaSalle. The contract expires in 2019. Proposal is to raise the rent for the current \$265/month to \$476.97/month. Negotiations are continuing.
- b. Yearly resolutions for review: Giuliani distributed draft copies of the proposed yearly resolutions to be adopted at the Public Budget Hearing next month. Board members should review them and make suggestions for changes.
- c. Review Bids for Bi-Annual Audit: 4 bids were received to perform our bi-annual audit. Low bidder was Johnson & Rennie LLC of Menominee MI with a bid of \$3,900.00. Motion made by Steeno, support by LaValley, to award the contract to Johnson & Rennie LLC. All ayes. Passed 5-0.
- d. Resolution for obtaining new voting equipment: Resolution 2018-2 Resolution to Apply for a HAVA Grant to Obtain New Voting Equipment was adopted. Giuliani will submit the grant application to the Bureau of Elections.
- e. CLASS Investments: LaValley discussed the Michigan Cooperative Liquid Assets Securities System (CLASS) which is a Michigan public sector joint investment program. Average rate of return is higher in this program than the current money markets and CD's we currently have our funds invested in. Motion made by Byczek, support by Solda, to register with CLASS. No money will be moved without prior board approval.

- f. Ditch work on Cedar St: Dickinson County Road Commission will be doing the work on Cedar Street with no cost to the township.
  - g. Rugs for hallway: Giuliani discussed purchasing new rugs for the town hall to match the rugs bought several years ago. Money is available in the budget for the purchase. Board agreed to the purchase.
  - h. Amendment to budget to cover cemetery costs: in order to keep the budget balanced, money must be moved from the general fund into the cemetery fund. After looking at the budget, an amendment is not necessary since the money has already been allotted to this purpose.
10. Citizens' Time: R. Girardi - Streetlights and snow removal by county
11. Committee reports: None
12. Board member comments: LaValley - approximately \$315,000 has been collected to date, with another approximately \$132,000 still outstanding. Byczek - 1) has obtained an application for the 2019 Toro Grant, 2) on February 22 will be attending a training session in Marquette for the upcoming census, and 3) brought up the idea of painting the outside of the town hall.
13. Facilities Manager comments: Facilities Manager Chartier requested permission to purchase a chain saw for the cemetery. There is already money in the budget for this and permission was granted. Flags and flag holders will need to be purchased for the cemetery this spring before the Memorial Day services. Discussed summer employment requirements. One employee from last year will be returning. An ad will be placed in the Norway Current for one additional employee.
14. Adjournment: being no further business, motion was made by Giuliani, support by Solda, to adjourn the meeting. All ayes. Passed 5-0. Meeting was adjourned at 8:25 p.m. Next meeting will be March 13, 2018 at 6:30 p.m. Public Budget Hearing will be before the regular meeting starting at 6:00 p.m.

Joyce Giuliani  
Clerk