

NORWAY TOWNSHIP BOARD MONTHLY MEETING MINUTES: May 9, 2017

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: Guest speaker Dick Berlinski was unable to attend tonight's meeting. Request by Byczek to add Gary Hoaglund of Coleman Engineering and Tim Schultz representing the Dickinson County Racing Association as guest speakers. Motion by Giuliani, support by Steeno, to approve agenda with the requested changes. All ayes. Passed 5-0
3. Citizens' Time: None
4. Guest Speakers:
 - a. Tim Schultz, representing the Dickinson County Racing Association, informed the board that they are planning a fireworks display on June 30th after the completion of the races and that the Green Mamba jet car will be putting on a show after the races on August 18th. He wanted to know if board approval was needed for these activities. Supervisor Byczek told him that no approval or special permits were needed.
 - b. Gary Hoaglund, Coleman Engineering, gave a presentation on the GIS mapping system used by the City of Norway, Waucesha Township and Breitung Township. Coleman Engineering would charge a one-time cost of \$3,000 to transfer township information and set up the program. The City of Norway will provide webhosting services at a cost of \$2,000 per year thereafter. Motion by Giuliani, support by LaValley, to proceed with the GIS mapping contract with Coleman Engineering for \$3,000 and the webhosting agreement with the City of Norway for \$2,000 per year. Roll call vote: all ayes. Passed 5-0.
5. Approve minutes of April 11th meeting: Steeno requested that the word "webinar" in Item I. under NEW BUSINESS, be changed to Norway Area Planning Commission meeting. Motion by Solda, support by Steeno, to approve the minutes with the above correction. All ayes. Passed 5-0
6. Treasurer's report: reports on the bank account balances, income and expenses for the month of April, and budget worksheet were presented. Reports will be filed with minutes.

7. Bills for approval: list of bills for payment was presented by Giuliani. Motion by LaValley, support by Solda, to approve bills as presented. All ayes. Passed 5-0

8. OLD BUSINESS:

- a. Blight progress: Byczek reported that 4 township residents received blight remediation letters and all have responded and are working on cleaning up.
- b. Website progress: Giuliani reported that the new website is up and running. The township has the password and can make changes to it as needed.
- c. Summer employment: three people have been hired as summer help at the cemetery. They are Larry Raiche (rehire), Bryce Kelly, Danielle Bjorkman (until end of May) and Paige Sheski (beginning at end of May). There were 7 applicants. Pay will be \$10 per hour.
- d. Streetlights: Beginning July 1, the cost of streetlights on the City of Norway electric system will be lowered from \$18.00 per light to \$15.00 per light. There are 131 streetlights so we should see a savings of \$393.00 per month. The city will begin replacing the current HPS lights with LED lights which will lower the cost per light by another \$3.00.
- e. Signs for Township hall: preliminary designs were presented. Tabled indefinitely due to budget concerns.
- f. Report on spring clean up: clean up was very successful. 32.19 tons of trash were collected requiring 12 dumpster changes. Total cost was \$5,258.97.
- g. Repair chimneys on town hall: Tabled indefinitely due to budget concerns.
- h. South Spruce Street: possible closure of intersection of South Spruce St. and U.S. 2 was considered. After discussion with the Dickinson County Road Commission it was decided that it will not be pursued at this time.
- i. Final estimate on roadwork: contract for roadwork was awarded by the Dickinson County Road Commission. The final amount for the work is \$176,543 which is approximately \$8,000 lower than the original bid. The Township is responsible for the cost of striping, gravel and new culverts, if needed.

9. NEW BUSINESS:

- a. 2016/2017 budget wrap up: final total income was \$334,060.78; expenses were \$331,251.18. \$43,000 went to pay off the USDA loan.

- b. Change to Turri Tax & Accounting: Turri Tax and Accounting is now processing the township's payroll. They will also be assisting during the transition to QuickBooks. Everything is going well at this time.
 - c. Dolfurd property sale: Mike Dolfurd has requested to purchase the small parcel of land located across from his driveway on the intersection of Main Street and Market street. Supervisor Byczek will check on the feasibility of the request.
 - d. Roof on shed at East Vulcan Park: the roof on the shed at the park has a major leak which is dripping on top of the electric panel in the building. Repairs are required to prevent further damage. Two bids were received in the amount of \$600. Motion by Byczek, support by Solda, to award the job to Mike LaFave. All ayes.
10. Citizens' Time: Ron Matonich - grant from Toro Corp.
11. Committee reports: Byczek attend the Carney Lake Homeowners Association meeting. They spent the \$3800 special property assessment on milfoil treatment.
12. Board member comments: Byczek reminded members of the DCTA meeting on May 15 at 6:30 p.m. hosted by Breen Township at the Hardwood Hall. LaValley reported that she will be receiving training at June 2 from 8-4 on the new BS&A tax system. BS&A will be doing the necessary upload of information from the Manatron System on May 15th. Giuliani attended a meeting to select new voting equipment. The State of Michigan will pay for one machine per precinct. Dolly Cook, County Clerk, is working with the vendor to negotiate a lower cost for extra machines for jurisdictions with Absent Voter Counting Boards. Norway Township does use an AVCB on large elections. Byczek has not heard anything further from the Little League regarding the concession stand.
13. Facilities Manager comments: burials have increased with the onset of warm weather. Maintenance on equipment is complete. The ruts from the dumpster at the little school site have been filled in.
14. Adjournment: Being no further business, motion was made by Giuliani, support by LaValley, to adjourn the meeting. All ayes. Passed 5-0. Meeting was adjourned at 8:00 p.m. Next meeting will be Tuesday, June 13, 2017 at 6:30 p.m.

Joyce Giuliani,

Clerk