Norwood Township Board of Trustees Meeting
Meeting Minutes
October 15, 2018 Draft Minutes
Norwood Township Hall

Call to Order – Meeting called to order at 7:00 P.M.

Pledge of Allegiance – by all present

Roll Call – Warner-present, Pajtas-excused absense, Ridenour-present, Smolenyak-present, Spilis-present, Deputy Clerk Freds present (non-voting member)

Approval of September 17, 2018 Meeting Minutes – MM by Smolenyak to approve the minutes, 2nd by Spilis. Motion carried to approve Minutes 4-0.

Public Comment related to Agenda – Nancy Ferguson, County Commissioner, said she was at meeting to get an update on the Short Term Rental License Ordinance.

Approval of Agenda – MM by Warner to approve Agenda, 2nd by Spilis. Smolenyak stated she would like to add a discussion on the Fire and EMS renewal millage that is on the Ballot for the November election to Old Business. **Motion amended by Warner to approve amended Agenda, 2nd by Spilis. Motion carried to approve agenda as amended 4-0.**

Supervisor's Report –
Supervisor Ridenour said he, Bill Gnodtke and Chuck Cleland had a meeting with the Michigan DNR Director, Mark Hoffman. The issues they discussed included:

The Fisherman's Island South Entrance Proposal and how they intended to manage the south entrance. At this time the DNR says they have not thought this out yet. So any plans seem to be well into the future regarding any decisions on the south entrance.

- St. Mary's/DNR Land swap issue. Per the DNR they do not have any written proposals from St. Mary's and there have been a few management changes @ St. Mary's.
- Discussed spray for Phragmites in Fisherman's Island State Park. Per the DNR they have sprayed every year but one. The DNR said they have sprayed this year and use the same people we do, which is Site Planning. Supervisor did verify with Site Planning that the spraying was completed. The water levels are high this year which helps the control of Phragmites.
- Discussed issues of any bike path that would go through Fisherman's Island State Park and they have no definte plans for the bike path at this time.
- Dr. Cleland discussed the Chert quarries and the Fritz trail and any south entrance and bike path could have a major impact on the archaeology and environmental of the park.

- Norwood wants to be good stewards of the Fisherman's Island State Park and we need to have good communications with the DNR with any future plans.
- Discussed future property that may be of interest in Norwood and they did say they knew about the Wynkoop property and were looking into this

Ridenour stated he received the contract from Boss Landscaping for the snow removal

Supervisor announced the death of previous Supervisor Frank Hamilton to anyone that may not be aware stating that Frank will be dearly missed. Ridenour said he would like to start a fund to raise money to plant a tree in the park in Frank's memory. This would likely take place in the spring. Treasurer stated there will be a separate fund set up for memorial donations and will post on web site and put notices in the tax notices.

Ridenour stated he met with John Campbell of Site Planning this morning (10/15/18) to request a quote on a site plan review on the 300'x890' parcel off Lake Street that the township owns for a possible site for a new township hall. Site Planning will charge a $250 fee for this service.

MM by Warner to approve payment for the $250 invoice to Site Planning for the Site Plan Review, 2nd Smolenyak. Motion carried 4-0.

Ridenour also stated there is an old stone foundation on the property and would like to find out the history on the foundation. The next step in the process is a Septic Evaluation which would be $900.00 and a survey for lot lines, placement of well and septic, ie. Perk tests. This would cost $950.00. There is $3,500.00 in the budget for township hall plans. The following are things to consider: Walls, Windows, Structure, Historical Elements, Moving location and cost to complete.

MM by Warner to approve perk tests and site evaluation for Lake Street lot and also evaluate Whitmere site as second choice, 2nd by Smolenyak. Motion carried 4-0.

It was also suggested that there is a possibility of moving the current building to the site. Supervisor will get a proposal to move the building. He will also look into finding out if the building can be moved or ~~sold~~ built new and will keep the Board updated.

Treasurer's Report –

Fund Balances: as of 09/30/2018

General:	$ 60,986.67
Vanguard:	206,836.27
(Vanguard includes $60,000 improvements)	
Road:	26,221.66
Emergency:	48,578.71
Phragmites:	7,217.64
Tax Fund:	15,684.90

Smolenyak reported the majority of the taxes have been received. She stated there are approximately 50 taxpayers/71 parcels still out. Lynn stated she sent the bills to the Schools for the ~~elections~~ school taxes and is continuing to work on the web site. She stated she is working on a link to the ballot so people can review the ballot prior to the election.

Clerk's Report –
Preapproved: $ 574.58 (GLE & Burial)
Unapproved: $ 3,015.82
Totals: $ 3,590.40

Deputy Clerk Freds stated the Short Term Rental Licensing Ordinance was published on 09/27/2018.
MM by Warner to approve the presented invoices, 2nd by Smolenyak. Motion carried 4-0.

Trustee's Report –
Warner stated the PC had a Public Hearing on the updated Zoning Ordinance at their October 8, 2018 meeting. He stated there were some corrections that needed to be addressed so the updated Ordinance should be approved at the November PC meeting. Warner also stated the PC wanted to know how the Board wanted to handle the current S.U.P.'s for Short Term Rentals and who will monitor. Also, the S.U.P. Escrow information that was discussed at the October 8, 2018 PC Meeting.

Spilis reported he found out that the property in Clipperview that he had been approached about is owned by the Charlevoix County Road Commission which was traced back to 1960. Mike responded to the party that asked about it. Spilis also circulated Phragmite information to the Clipperview residents.

Zoning Administrator's Report –Report is available on the Township website.
Smolenyak asked about the item on the ZA report regarding the gun cleaning business. Warner explained it is only business contracted by organizations, ie. Rod & Gun Club.

Old Business –
Public hearing on Noise Ordinance opened at 7:43 pm. No comments so Public Hearing closed at 7:44pm.
Spilis noticed a spelling correction in Section 2 that needed to be made and also corrected that Norwood did not have a Fire Department and should read Contracted Fire Department.
Issue per Ridenour regarding the discharge of fire arms was not really addressed in the noise ordinance. After discussion it was decided to adopt the noise ordinance with the spelling correction.
MM by Warner to approve Noise Ordinance with the changes agreed to by the Board, 2nd by Spilis. Roll call vote: Warner-aye, Ridenour-aye, Smolenyak-aye, Spilis-aye. Motion carried 4-0.

Zoning Fee Discussion. There were some small adjustments made to the fee schedule by the board. The board also discussed that the two short term rental S.U.P.'s that are in compliance must apply for a Short Term Rental License but will only have to pay $900.00 since they had already paid $300.00 for the S.U.P. in lieu of the $1,200.00 fee for first time applicants.
MM by Warner to adopt the Zoning Fee Schedule with discussed changes, 2nd by Smolenyak. Motion carried 4-0.
Smolenyak will post revised schedule to the web site. It was also discussed on who will monitor the WWW listings to see if there are any Norwood Township rentals that have not applied for a Short Term Rental License. The Supervisor asked that either the Deputy Clerk,

Brenda Freds or the Recording Secretary, Shari Jones take on this task. Jones stated she would monitor this and report to the Zoning Administrator.

The wording on the November Ballot for the Fire & EMS millage renewal was discussed. Smolenyak felt the wording on the Ballot does not easily read as a renewal and felt the voters may misinterpret the wording and vote no. If the millage is not renewed then there will be no funds assessed for Fire and EMS in Norwood Township. Smolenyak will post a notice on the web to encourage voters to vote yes to renew the millage and let them know this is not a new millage but just a renewal.

New Business –
Public Hearing on Fireworks Ordinance opened at 8:28pm.
Nancy Ferguson asked if the Fireworks Ordinance follows the same dates as the State Fireworks Ordinance and the Board responded that it does.
Public Hearing closed at 8:29pm.
MM by Warner to approve the Fireworks Ordinance as presented, 2nd by Smolenyak, Ridenour asked to add enforcement by ZA in section 6, new MM by Warner to approve Fireworks Ordinance as amended, 2nd by Smolenyak. Roll call vote: Warner-aye, Ridenour-aye, Smolenyak-aye, Spilis-aye. Motion carried 4-0.

Appointment of Zoning Board of Appeals Alternates. Supervisor stated that Jared Lucas, new Township resident showed interest in being an Alternate to the ZBA.
MM by Warner to appoint Jared Lucas as Norwood Township Zoning Board of Appeals Alternate, 2nd by Smolenyak. Motion carried 4-0

Short Term Rental Application form discussion. Items that were discussed were:
Septic Tank Certification removed, Additional Cost if failure to apply and renew, notification affidavit to make sure rules are given to neighboring residences, number of rentals being stricken from application, must have license for each home owned and rented
MM by Warner to approve Short Term Rental Application with changes, 2nd by Smolenyak. Motion carried 4-0.

Announcements & Correspondence –
All correspondence has been emailed out to Board Members.

Next Township Board Meeting will be November 19, 2019 at 7:00pm at the Norwood Township Hall

Public Comment – Nancy Ferguson stated that if there isn't an available Parks and Recreation Plan copy available to check with Kirsten Stark at the County Planning Department. Nancy also told the Board to contact her if they wanted any suggestions regarding building a new Township Hall. She also gave suggestions on the uses for the current building if a new hall is built.

M**eeting Adjourned at 8:46 p.m.**
Submitted by Shari M. Jones, Recording Secretary