

**NORMAN TOWNSHIP
BOARD OF TRUSTEE MEETING MINUTES
SEPTEMBER 10, 2024**

Supervisor Mobley called the meeting to order at 7:00 p.m. Present: Supervisor Mobley, Treasurer Tighe, Trustee Fraley, Clerk Montgomery and Trustee Skiera, there were 17 members in the audience.

PUBLIC HEARING:

Supervisor Mobley opened the Budget Public Hearing at 7:00 p.m.

EXPLAIN BUDGET/DISCUSSION: The 2024-2025 Ambulance and Fire Budgets were not approved in July pending the outcome of the Millages on the August Primary Ballot. The millages passed support the budgets. At the request of Clerk Montgomery, Supervisor Mobley confirmed the annual payment to the General Fund for the Fire Truck was included. She further indicated the account number may need to be changed at the recommendation of the auditor but that the budget was approved as a whole and not by line item. A budgetary increase over the previous year was realized since property assessments have gone up.

PUBLIC COMMENT: No Public Comment was received.

Supervisor Mobley closed the Public Hearing at 7:04 p.m.

Supervisor Mobley called the Board of Trustees Meeting to order at 7:04 p.m. Present: Supervisor Mobley, Treasurer Tighe, Trustee Skiera, Trustee Fraley, Clerk Montgomery present. Deputy Clerk Patnode as recording administrator (Clerk hand injury) and a maximum audience of Seventeen (17).

ADOPTION OF CONSENT AGENDA: Skiera moved, Tighe seconded to approve the Consent Agenda: Board Meeting Minutes of August 13, 2024, Voucher List of September 10, 2024, Treasurers Report of August 2024 as presented and adoption of the agenda. Yeas: Mobley, Skiera, Fraley & Tighe. Nays: Montgomery. Motion Passed

Clerk Montgomery requested an update regarding the outstanding checks dating back over the past 8 years that were identified during the last audit in 2023. It was indicated that the process is continuing and there are lists on the Treasurers desk. Further, that a resolution to the outstanding checks may not be reached prior to a transition to the new board in November.

REPORTS:

1: Fire Department: Reported current run totals are currently 10% above a year ago. Chief Vanderbie requested that the board consider raising the wages for all members of the fire and Ambulance Department to \$20.00 per call and \$20.00 per hour, along with \$20.00 per meeting.

Currently with the dry conditions there is a ban on open burning. The next few weeks there will be lots of trainings for fire/ambulance personnel, there will be fire trucks from throughout the county coming to Norman township for annual pumper recertification of trucks on September 11, 2024.

2: Ambulance: Nothing to report.

3: Assessors: 20% of annual assessments have been completed, they will be working on Deeds and (Property Transfer Affidavits) PTA's next.

4: Custodian: Reported on LED lighting that could be added to the Community Center for holidays, at the cost of \$700. Lights will be able to be remotely changed for each holiday. Requested that the board consider purchasing a blower buggy for the zero turn to assist in the picking up of leaves. A quote in the amount of \$1090.50 was presented to the board by the Custodian for the buggy.

5: Transfer Station: Materials have been purchased for new shed at the transfer station and there were enough funds to cover with metal instead of wood to reduce maintenance. Supervisor Mobley will be framing it in, completion of the project should be within the next couple of weeks. November 2nd, 2024, the transfer station will go to winter hours Saturday 9 a.m. – 12 p.m. and Wednesdays 4 p.m. to 6 p.m.

6: Management Council: Installation of new flooring for the community center will be started Sunday September 15, 2024, and should be completed within a week. In the next month 2 baby showers are booked.

7: Parks and Recreation: Nothing to report.

8: Planning: Nothing to report.

9: Zoning: 5 new building permits have been issued. Discussions are currently in the preliminary stages for a cell tower in Norman township to be located on township property on Bosschem Rd.

PUBLIC COMMENT/COMMUNICATION: Discussion from audience members regarding fire/ambulance pay. Chief Vanderbie added that the amount requested is within the department's budget.

Another individual requested the use of the township hall to establish bible study, concerts and support groups for community members.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1: Montgomery moved, Mobley seconded to approve the 2024-2025 Fire Budget Resolution 2024-9-1 Roll Call Vote. Ayes: Mobley, Montgomery, Skiera, Fraley, and Tighe. Budget adopted.

2: Montgomery moved, Tighe seconded to approve the 2024-2025 Ambulance Budget Resolution 2024-9-2: Roll Call Vote. Ayes: Mobley, Montgomery, Tighe, Fraley, Skiera. Budget adopted

3: Skiera moved, Tighe seconded to approve MTPP package policy (Township Insurance). Ayes: Mobley, Tighe, Fraley and Skiera. Nays: Montgomery. Motion Passed

4: Montgomery moved, Mobley seconded to accept 15K in Grant Funding for the purchase of a Generac generator for the Township through Leach Mechanical in the amount \$11,638 and the purchase of a new election laptop and election storage supplies. Motion passed.

5: Motion by Montgomery, seconded by Mobley to approve Firefighter/Ambulance pay increase to \$20 per call, \$20 per hour, and \$20 per meeting. Motion passed.

6: Motion by Mobley, seconded by Fraley to approve the purchase of a Blower/Bagger bracket for the zero mower turn in the amount of \$1090.50 and Holiday lighting for Township Hall in the amount of \$700.00 total approval \$1791.00. Motion passed

ADJOURNMENT: Motion by Fraley, seconded by Tighe to adjourn at 8:12 pm, motion passed.