NORWICH TOWNSHIP BOARD MINUTES
APPROVED MINUTES
August 12, 2026

The Norwich Township Board met at 7:00 P.M. on Wednesday, August 12, 2026 at the Norwich Township Hall.

The following Board members were present: Supervisor Dan Wanink, Clerk Stacie Langworthy, Treasurer Phyllis Carlson, Trustees Stephanie Morgan and Jennifer Kailing.

Absent: None

Staff present: None

Dan Wanink called the meeting to order at 7:00 P.M. and led the attendees in the Pledge of Allegiance.

Motion to approve July 8, 2026 Draft Minutes was made by Stacie Langworthy, 2nd by Stephanie Morgan. All Ayes. Motion carried.

COMMITTEE REPORTS

- Zoning Admin. Report- No report this month
- Planning Commission - Jennifer informed the Board that they are working on the map section of the Master Plan.
- ZBA- None
- BOR- Dan updated the board that Morgans had a status change because of a land split and a correction was made to BigTimber Ranch North LLC.

PUBLIC COMMENT

Jennifer mentioned that someone approached her about having a plant swap. The board thought that would be nice and could have it with Clean-up Day next year.

UNFINISHED BUSINESS

Dan told the Board that D and B Brine quoted $97 per brining for East Lake Trail. The Board decided to table until next month on making a decision.

Dan updated the Board about the Japanese Knot Weed on the East side of the cemetery which will be treated again in August or September per MACD. The MACD has funding again this year to treat it.

Jennifer said that she only had one response in regards to the Special Meeting pay.

NEW BUSINESS

Transparent Business Solutions contract is tabled until next month so the board can review the engagement letter provided by Dakota Jones Dennis.

Resolution 2026-17 Pay Rate and Cost Reimbursement Policy for Special Meetings was unanimously approved by the Board.

Resolution 2026-18 Newaygo County Hazardous Management Plan was unanimously approved by the Board.

Hold Harmless Contract for Harper Robinson to provide Township Maintenance was also unanimously approved by the Board.

The County is having an Adopt a Road program. Information is posted outside at the townhall and will also be on the web page.

Dan received clarification that when a resident calls for EMS or Fire that they will not be charged in addition to the millage.

TREASURER'S REPORT	
ROADS	206,177.14
EMS	75,734.44
FIRE	1,065.50
GEN. FUND	263,676.27
TOTAL	$ 546,654.35

A motion to approve the Treasurer's report was made by Stacie Langworthy, 2nd by Jennifer Kailing. All Ayes. Motion carried.

PRESENTATION OF CHECKS

Treasurer Phyllis Carlson presented the following checks for approval:

SEE ATTACHED PRESENTATION OF CHECKS/EXPENDITURES REPORT

Motion to approve check #7896 through check #7918 to pay the bills was made by Dan Wanink, 2nd by Stacie Langworthy. All Ayes. Motion carried.

Motion to adjourn the meeting was made by Jennifer Kailing, 2nd by Stephanie Morgan. All Ayes. Motion carried.

Meeting adjourned at 8:47 PM

Stacie Langworthy

Stacie Langworthy, Clerk

Township of Norwich, County of Newaygo, State of Michigan
Presentation of Checks/Expenditures Draft Report: August 12, 2026

Payroll & Employee Reimbursements

Check Date	Check #	Payee	Amount	Fund	Memo
08/12/2026	7896	Benjamin Avery	$37.43	General	Planning Board Member Per Diem for 08/05/2026 Meeting ($42.50) - Payroll Deductions ($5.07)
08/12/2026	7897	Angela Barnes	$232.96	General	1. Election Worker Wages for 08/04/2026 Election (13 hours @ $15.00/hr = $195.00) + 2. Planning Board Chairperson Per Diem for 08/05/2026 Meeting ($52.50) - Payroll Deductions ($14.54)
08/12/2026	7898	Elery Barnes	$44.04	General	Board of Review Half Day Meeting Per Diem for 07/21/2026 Meeting ($50.00) - Payroll Deductions ($5.96)
08/12/2026	7899	Phyllis Carlson	$110.99	General	1. Election Worker Wages for 08/04/2026 Election (5 hours @ $15.00/hr = $75.00) - Payroll Deductions ($3.19) 2. Reimbursement [07/17/2026: GoDaddy for Website Domain Annual Renewal] ($39.18)
08/12/2026	7900	Judith Davis	$150.00	General	Election Worker Wages for 08/04/2026 Election (10 hours @ $15.00/hr = $150.00) - Payroll Deductions ($0.00)
08/12/2026	7901	Jill Gregory	$208.05	General	1. Board of Review Member Half Day Meeting Per Diem for 07/21/2026 Meeting ($50.00) + 2. Hall Janitor Per Diem for 07/19/2026 Rental ($25.00) + 3. Election Worker Wages for 08/04/2026 Election (5 hours @ $15.00/hr = $75.00) + 4. Planning Board Member Per Diem for 08/05/2026 ($42.50) + 5. Hall Janitor Per Diem for 08/08/2026 Rental ($25.00) - Payroll Deductions ($10.91) + 6. Reimbursement [07/23/2026: Walmart for fly swatters] ($1.46)
08/12/2026	7902	Jennifer Kailing	$37.43	General	Planning Board Member Per Diem for 08/05/2026 Meeting ($42.50) - Payroll Deductions ($5.07)
08/12/2026	7903	Stacie Langworthy	$426.65	General	1. Reimbursement [07/12/2026: Intuit QuickBooks Online Invoice #: 10001509786575 for Service Period: 07/12/2026 - 08/12/2026] Split Expense: Clerk Operating Expense ($57.50) & Treasurer Operating Expense ($57.50) + 2. Reimbursement [07/24/2026: Amazon for Printer Toner] ($102.07) + 3. Reimbursement [07/25/2026: Meijer for Binders & Sticky Notes] ($53.98) + 4. Reimbursement [08/03/2026: Mileage to County for Elections] (42 miles @ $0.725/mi = $30.45) + 5. Reimbursement [08/04/2026: Mileage to County for Elections] (42 miles @ $0.725/mi = $30.45) + 6. Reimbursement [08/01/2026: Meijer for Binders] ($12.70) + 7. Reimbursement [08/08/2026: Meijer for Postage] (Clerk $70.52 + Elections $11.48 = $82.00)
08/12/2026	7904	Stephanie Morgan	$50.27	General	Election Worker Wages for 08/04/2026 Election (3.5 hours @ $15.00/hr = $52.50) - Payroll Deductions ($2.23)
08/12/2026	7905	Joel Schultz	$119.04	General	1. Board of Review Half Day Meeting Per Diem for 07/21/2026 Meeting ($50.00) + 2. Election Worker Wages for 08/04/2026 Election (5 hours @ $15/hr = $75.00) - Payroll Deductions ($5.96)
08/12/2026	7906	Ezra Scott	$37.43	General	Planning Board Member Per Diem for 08/05/2026 Meeting ($42.50) - Payroll Deductions ($5.07)
08/12/2026	7907	Ruth Scott	$85.42	General	Planning Board Secretary Per Diem for 08/05/2026 Meeting ($92.50) - Payroll Deductions ($7.08)
08/12/2026	7908	Patricia Wentland	$70.86	General	Election Worker Wages for 08/04/2026 Election (5 hours @ $15.00/hr = $75.00) - Payroll Deductions ($4.14)
		Total Payroll & Reimbursements	**$1,610.57**		

Township of Norwich, County of Newaygo, State of Michigan
Presentation of Checks/Expenditures Draft Report: August 12, 2026 (continued)

Accounts Payable

Check Date	Check #	Payee	Amount	Fund	Memo
08/12/2026	7909	BHS Insurance	$6,320.00	General	Invoice #: 59491 / Liability & Property Insurance Annual Premium Renewal Policy Term: 08/01/2026 - 08/01/2027 *(Note:)*
08/12/2026	7910	Custom Cuts, LLC (Jeff Berkompas)	$352.00	General	Invoice #: July 2026 1. Town Hall Mowing for July 2026 (3 Full Area Mows @ $68/each = $204.00) 2. Cemetery Mowing for July 2026 (1 Mow Only @ $148/each = $148.00)
08/12/2026	7911	D. & B. Brine Inc.	$1,820.00	Road	Statement Date: 08/02/2026 / Road Brining (Service Date: 07/22/2026)
08/12/2026	7912	Great Lakes Energy Cooperative	$154.77	General	1. Utilities: Town Hall Electric for Billing Period: 06/22/2026 - 07/22/2026 ($96.72) 2. Utilities: Cemetery Electric for Billing Period: 06/22/2026 - 07/22/2026 ($58.05)
08/12/2026	7913	Internal Revenue Service (United States Treasury)	$2,219.54	General	Form 941 Tax Year 2026 Quarter 2 Employment Taxes Payment 1. Employee Deductions: Social Security ($899.40) 2. Employee Deductions: Medicare ($210.37) 3. Employer Taxes: Social Security ($899.40) 4. Employer Taxes: Medicare ($210.37)
08/12/2026	7914	Iron Mountain	$409.00	General	Invoice #: LLYJ661 / Certified Paper Shredding Service
08/12/2026	7915	TimesIndicator	$339.00	General	Invoice #: 34045 / Planning Commission Special Land Use Meeting Notice for 06/24/2026 Mtg
08/12/2026	7916	Truestream (Great Lakes Energy Cooperative)	$73.99	General	Utilities: Internet for Town Hall (Billing Period: 09/01/2026 - 09/30/2026)
08/12/2026	7917	TruGreen Commercial	$328.11	General	Invoice #: 229396726 / Cemetery Lawn Weed Control for Service Date: 07/24/2026 ($328.11)
08/12/2026	7918	Transparent Accounting Solutions LLC (Dakota Jones Dennis)	$785.00	General	Invoice #: 2026-0801 / Accounting Services for April - July, 2026 (Billed at tentative rate of $275.00/month for 4 months = $1,100.00 - Prior Payment of $315.00 = $785.00)
		Total Accounts Payable	**$12,801.41**		

Total Accounts Payable & Payroll Expenditures **$14,411.98**