



OID TOWNSHIP

ADMINISTRATIVE OFFICES

1015 Baese Court, P.O. Box 136
Ovid, Michigan 48866
Ph: (989) 834-2838

APPROVED

SUPERVISOR: Jennings C. West
CLERK: Claudia Barrett Pluger
TREASURER: Nancy J. Hughson

TRUSTEES: Patricia Hibbard
Bobby Byles

PROPOSED MINUTES OF OVID TOWNSHIP SPECIAL BOARD MEETING - MONDAY, NOVEMBER 18, 2024

The Special Board Meeting of the Ovid Township Board was called to order at 3 p.m. by the Clerk with the Pledge to the Flag.

MEMBERS PRESENT:

Clerk Claudia Barrett Pluger, Treasurer Nancy J. Hughson, Trustee Patricia Hibbard

ABSENT:

Supervisor Jennings C. West, Trustee Bobby Byles

ALSO PRESENT:

None

APPOINTMENT OF MEETING MODERATOR:

In Supervisor West's absence, Clerk Claudia called for an appointment of a meeting moderator.

Moved by Trustee Pat to appoint Clerk Claudia as the meeting moderator for this meeting, Seconded by Treasurer Nancy. All in favor, Motion carried.

AGENDA:

Moved by Treasurer Nancy to approve the Agenda, Seconded by Trustee Pat. All in favor, Motion carried.

APPOINTMENT OF LIBRARY BOARD MEMBER:

Moved by Trustee Pat that we appoint Trustee Bobby Byles to attend the upcoming Library Board meeting on Wednesday, November 20, Seconded by Treasurer Nancy. All in favor, Motion carried.

PUBLIC COMMENTS:

None

BOARD COMMENTS:

None

ADJOURNMENT:

Clerk Claudia adjourned the meeting at 3:03 p.m.

Claudia Barrett Pluger, Clerk



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TREASURER: Nancy J. Hughson

TRUSTEES: Bobby Byles
Kurt Wolf

PROPOSED MINUTES OF OVID TOWNSHIP BOARD MEETING – NOVEMBER 21, 2024

The regular Board Meeting of the Ovid Township Board was called to order at 7 p.m. by the Supervisor with the Pledge to the Flag.

MEMBERS PRESENT:

Supervisor Jennings West, Clerk Claudia Barrett Pluger, Treasurer Nancy J. Hughson, Trustee Bobby Byles, Trustee Kurt Wolf

ABSENT:

None

ALSO PRESENT:

Keith Jones; Woody Woodworth; Jordan Smith, CPA, Principal, Maner Costerisan; Lionel & Robin Olson; Deputy Greg Spitler; Gary Kioski; Connie Kioski; Bob Sauer; Gary Criner; Augie Arnett; Assessor Peggy Lidgard; Nicole Fickes

AMENDED AGENDA:

Clerk Claudia commented we need to add some other items to the Agenda, as requested just before the meeting.

- 1) Nicole Fickes regarding Sleepy Hollow
- 2) Lawsuit regarding PA-233
- 3) St. Johns City Park – Fantasy Forest 2.0
- 4) MTA training for new officials, and
- 5) MMTA training for Treasurer

Moved by Treasurer Nancy to approve the Amended Agenda, Seconded by Trustee Bobby. All in favor, Motion carried.

PROPOSED MINUTES OF SPECIAL BOARD MEETING OF OCTOBER 1, 2024:

Moved by Treasurer Nancy that we approve the October 1, 2024, Special Board Meeting minutes, Seconded by Trustee Bobby. All in favor, Motion carried.

PROPOSED MINUTES FROM OCTOBER 24, 2024, BOARD MEETING:

Moved by Trustee Bobby that we approve the October 24, 2024, minutes, Seconded by Treasurer Nancy. All in favor, Motion carried.

TREASURER'S REPORT:

Treasurer Nancy provided the Board with the October 2024 financials, the October monthly income receivables report, bank balances, along with the supporting bank statements as of October 31, 2024, and the corresponding bank reconciliations for each month's bank statement.

Huntington Bank Account Balances:

General Fund bank balance is \$116,384.80

Payroll account balance is \$5,138.62

Delinquent Property bank balance is \$493.47

Michigan Class:

General Fund is \$372,763.41 – That was after all the ARPA funds were transferred to the General Fund that we designated for roads.

Emergency Services is \$148,612.06

ARPA – \$0.00 – Account closed.

Tax Account – \$4,073.24

Mercantile Bank Account Balances:

Emergency Services account is \$20,333

ARPA Account is \$ -3.24 – This occurred after we moved the ARPA money into the Michigan Class General Fund. We didn't have the balance needed to avoid a service fee of \$6. The \$3.24 has been transferred, and the account has been closed.

Journey Federal Credit Union Balances:

Tax account balance is \$7,770.06

Cemetery account balance is \$22,388.44

The tax recap is also included with the financials. It shows what has been disbursed each time. The last page gives a grand total of what has been disbursed thus far.

Moved by Trustee Bobby to approve the Treasurer's report, as read, subject to audit, Seconded by Trustee Kurt. All in favor, Motion carried.

AMEND AND APPROVE BUDGET:

Clerk Claudia explained when it's mentioned to amend and approve the budget, and the amounts are over, what it means is that when the budget was created last year, we created a certain budget amount in each category. The funds listed on the Agenda means we have gone over the amount we budgeted, and we need to amend it.

Moved by Clerk Claudia to amend and approve the budget for the following:

GL # 101-233-801, Audit – \$1,700; GL # 209-567-934, Repairs & Maintenance (Cemetery) – \$7,775; GL # 101-265-932, Water Testing (EGLE) – \$142.42; GL # 101-262-900, Printing & Publishing (Elections-County) – \$180.84; and GL # 209-567-801, Mowing (Cemetery) – \$750, for a total of \$10,548.26 from unallocated funds, Seconded by Trustee Bobby. All in favor, Motion carried.

CLERK/BILLS – FOR APPROVAL:

Clerk Claudia supplied the Board with the Check Disbursement Report for this month's meeting. The following are the banks and check numbers for approval:

Huntington Bank – Preauthorized by policy and approval, Check Numbers 11592-11598 and Check Numbers 11607-11615. Payroll Check Numbers 11599-11606.

Mercantile Bank – EMS – Check Number 1099 and **Journey Federal Credit Union – Cemetery** – Preauthorized by policy and approval, Check Numbers 1043 & 1044.

The total for approval is \$26,422.81.

Moved by Trustee Bobby to approve the Clerk's check disbursement report, Seconded by Treasurer Nancy. All in favor, Motion carried.

NEW BUSINESS:

Jordan Smith, CPA, Principal, Maner Costerisan:

Jordan Smith of Maner Costerisan introduced himself. Jordan commented, before he started, he needed to thank Nancy and Claudia especially. "Thank you very much for all your help this year. You allow us to do our job, and myself, I very much enjoy doing the job, and I enjoy coming out and working with you guys. Thank you both very, very much for helping with the audit."

On Page 1 of the Report on Financial Statements is the Independent Auditor's Report to the Board of Trustees of Ovid Township for the year ending March 31, 2024, which states the opinion of Maner Costerisan. This is the purpose of an Audit. It's not to detect fraud. It's not to give an opinion on internal control. It is to say can this information be relied upon. In Maner's opinion, it's a good, clean, unmodified opinion, which means everything is in accordance with generally accepted accounting principles. This is exactly what the State of Michigan Treasury Department wants to see. It's the best possible opinion you can get.

Jordan went through Ovid Township's Report on Financial Statements and touched on some of the financial highlights in the General Fund. The fund balance for Ovid Township is very healthy. Everything is good. There were material journal entries proposed. Nancy and Claudia have good systems and processes in place. They work hard. Every year gets better, per Jordan.

At March 31st, 2024, there's about 159,000 ARPA dollars that have yet to be expended. It sounds like most of it has been expended. If it hasn't, it either needs to be expended by 12/31/24, or it needs to be under a signed contract, to be expended before the end of 2026.

Board of Review Members – Larry Koch, Jack Powell, Shane Applebee:

Clerk Claudia stated all three current Board of Review Members are willing to continue to serve.

Moved by Clerk Claudia that we appoint Larry Koch, Jack Powell and Shane Applebee as the Ovid Township Board of Review Members, and also include the MTA Training for them, Seconded by Treasurer Nancy. All in favor, Motion carried.

Library Board Appointment:

Moved by Supervisor Jennings that we appoint Trustee Bobby Byles to be our representative on the Library Board, Seconded by Clerk Claudia.

Roll call vote was as follows:

Trustee Kurt Wolf – **Yes**

Treasurer Nancy Hughson – **Yes**

Supervisor Jennings West – **Yes**

Trustee Bobby Byles – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

Oath Book:

Clerk Claudia commented she brought up a new oath book a few months ago, but the price was frowned upon. She ordered one, and showed the oath booklet we received for \$35, and showed the current one we use. We were running out of space, so we had to order something for oaths. A new custom-made oath book would cost around \$900, unless price increases since we first checked into it. Board discussion.

Moved by Trustee Bobby that we buy a new custom-made oath book, Seconded by Trustee Kurt.

Roll call vote was as follows:

- Clerk Claudia Barrett Pluger – **Yes**
- Trustee Bobby Byles – **Yes**
- Supervisor Jennings West – **Yes**
- Treasurer Nancy Hughson – **Yes**
- Trustee Kurt Wolf – **Yes**

All in favor, Motion carried.

Vector – IT Company:

Treasurer Nancy reported we contracted with Vector because we weren't happy with VC3. We need a new firewall and a new access point, and that should take care of the problems we've been having. The cost for those is \$2,080. There will be a \$60 recurring fee monthly for managing the firewall and wi-fi. We would then add Microsoft 365. We will also be getting ".gov" emails, and we will be using Microsoft Outlook. Board discussion.

Moved by Trustee Bobby that we go ahead and purchase the listed equipment for \$2,080 from Vector, Seconded by Treasurer Nancy.

Roll call vote was as follows:

- Trustee Kurt Wolf – **Yes**
- Treasurer Nancy Hughson – **Yes**
- Supervisor Jennings West – **Yes**
- Trustee Bobby Byles – **Yes**
- Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

Treasurer Nancy explained the costs associated with switching from gmail to ".gov" emails. Board discussion.

Moved by Clerk Claudia that we pay the Microsoft 365 fee annually, Seconded by Trustee Bobby.

Roll call vote was as follows:

- Trustee Kurt Wolf – **Yes**
- Treasurer Nancy Hughson – **Yes**
- Supervisor Jennings West – **Yes**
- Trustee Bobby Byles – **Yes**
- Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

NICOLE FICKES – SLEEPY HOLLOW STATE PARK:

Nicole reiterated that currently the State Park is split between Ovid Township and Victor Township as far as emergency medical service and fire service. OMESA and

CAASA have to go into Victor Township to get to the only entrance to the Lake and the campgrounds. Dispatch has requested that we put this under one jurisdiction, which is Victor. OMESA and CAASA have agreed. Discussion.

Moved by Trustee Bobby that we go ahead with letting Victor Township handle all of Sleepy Hollow, Seconded by Treasurer Nancy.

Roll call vote was as follows:

- Trustee Kurt Wolf – **Yes**
- Treasurer Nancy Hughson – **Yes**
- Supervisor Jennings West – **Yes**
- Trustee Bobby Byles – **Yes**
- Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

PA-233 LAWSUIT:

Discussion regarding the appeal filed by Foster Swift Collins & Smith Law Firm on behalf of several Michigan municipalities challenging the Michigan Public Service Commission's (MPSC) interpretation of Public Act 233 (PA-233). This legal action concerns large scale renewable energy projects.

Moved by Trustee Bobby that we join the appeal for up to \$250, Seconded by Trustee Kurt.

Roll call vote was as follows:

- Supervisor Jennings West – **Yes**
- Treasurer Nancy Hughson – **Yes**
- Trustee Bobby Byles – **Yes**
- Clerk Claudia Barrett Pluger – **Yes**
- Trustee Kurt Wolf – **Yes**

All in favor, Motion carried.

ST. JOHNS PARK FANTASY FOREST 2.0:

Supervisor Jennings explained the City of St. Johns would like us to participate in the building of their new park, Fantasy Forest 2.0. The total cost is 2.4 million dollars. They would like the Township to contribute \$15,000 to their project. Board discussion regarding repercussions, legality, and Michigan Township Association (MTA) trainings stating townships are not supposed to give donations or contributions.

MTA TRAINING FOR NEW OFFICIALS:

Clerk Claudia commented there's training on December 11 in Lansing for new & existing officials. The only two available to go that day are Jennings and Kurt.

Moved by Clerk Claudia that we approve training on December 11 for Trustee Kurt and Supervisor Jennings, Seconded by Treasurer Nancy. All in favor, Motion carried.

MMTA TRAINING (TREASURER):

Moved by Clerk Claudia that we approve for Nancy to go to the MMTA training in Lansing, Seconded by Trustee Bobby. All in favor, Motion carried.

Assessor's Report – Peggy Lidgard

- There were four (4) sales this past month, including arm-length sales.
- Since the last Board meeting, we have five (5) new permits. Out of the 60 the County had, we only had the five (5). Twenty-one (21) permits are 100 percent complete already. There are the five (5) new ones that haven't been visited, and three (3) that aren't complete, but have been visited.
- The Consumer Price Index (CPI) for 2025 is 1.031 percent (%).
- There were nine (9) PRE letters mailed out, for people who have zero percent for principal residence exemptions. Three people have responded.
- Peggy took a six-hour Con-ed class last week.
- She is working on sending out reminder letters to the Veterans. This is the last year they have to fill out the forms, which will be nice for them.
- Tuesday, December 10th, is the December Board of Review date. Right now there is nothing on the Agenda, so they won't be meeting.
- The Board of Review Organizational Meeting will be March 4th, 2025, time to be determined. March 10th through 14th will be the March Board of Review dates. They have to meet for 12 hours total. The exact dates haven't been determined yet.
- The three BOR members will have to take training again. Peggy received a flyer from the State offering classes for free or at a reduced rate. Hopefully they will be having classes closer to our area.

Reports and Updates Presented:

- Library – Trustee Bobby Byles
- OMESA – Treasurer Nancy Hughson
- CAASA – Supervisor Jennings West

NOTE: Board members received Library, OMESA & CAASA documents, via email, from the Board members who are on those boards.

Deputy Greg Spitler

- The Department has been approved to hire three new deputies.
- There have been a total of 918 calls generated out of Ovid Township. This is broken down into 61 different categories.
- There have been 91 crashes in Ovid Township, and 67 of them were deer.

- There have been three (3) injuries, 15 property damage, and six (6) hit and runs over here.
- The Animal Control Officer has been here 49 times for different things.
- There have been three (3) domestic violence incidents, five (5) larcenies, a total of three (3) stolen vehicles, 303 traffic stops, which six (6) resulted in DUI's.

Public Comments:

None

Board Comments:

Trustee Bobby thanked our Veterans for their Service.
He welcomed Kurt to our Board.

Trustee Kurt thanked everyone for their support during the Election.

Moved by Trustee Bobby to adjourn the meeting, Seconded by Treasurer Nancy.
All in favor, Motion carried.

Supervisor Jennings adjourned the meeting at 8:23 p.m.

Claudia Barrett Pluger, Clerk