



OVID 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
Arlene Pesik

PROPOSED MINUTES OF OVID TOWNSHIP BUDGET/BOARD MEETING - THURSDAY, FEBRUARY 10, 2022 - 5:30 p.m.

The budget/regular board meeting of the Ovid Township Board was called to order at 5:45 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 Patricia Hibbard and Trustee Arlene Pesik

ABSENT:

None

AGENDA:

Clerk Claudia stated she had an addition to the Agenda. Under Amend and Approve Budget, we need to add GL # 205-000-955, Miscellaneous Expense for EMS. Moved by Trustee Pat to approve the Agenda, with the addition, Seconded by Supervisor Jennings. All in favor, Motion carried.

2022-2023 PROPOSED BUDGET PREPARATION:

BOARD MEETING MONTHLY MEETING DATES:

Board discussion when we should have our board meetings. Moved by Trustee Arlene that we continue to have our board meetings on the second Thursday of each month, Seconded by Trustee Pat. All in favor, Motion carried.

The Board members discussed the General Fund Budget, Public Safety Fund Budget and the Cemetery Fund Budget, line by line for each budget. The line items will be adjusted and the proposed budget will be presented at the March board meeting. Salaries were also discussed. Those resolutions will be presented at the March meeting. Cell phones were discussed for the Clerk and Treasurer. It was decided it would be best for them to have cell phones for Ovid Township, especially with so many FOIA requests. There was discussion regarding making the Trustee positions salary, instead of per diem.

Moved by Treasurer Nancy to make the Trustee positions salary, instead of per diem,
Seconded by Clerk Claudia.

Roll call vote was as follows:

Trustee Arlene Pesik – **Yes**

Trustee Patricia Hibbard – **Yes**

Treasurer Nancy Hughson – **Yes**

Supervisor Jennings West – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

***PUBLIC COMMENTS:**

None.

ALSO PRESENT:

(7 p.m.) Kam Washburn, Mark Holley

PROPOSED MINUTES FROM JANUARY 13, 2022, BOARD MEETING:

Moved by Trustee Pat that we approve the January 13, 2022, minutes as submitted,
Seconded by Treasurer Nancy. All in favor, Motion carried.

TREASURER'S REPORT:

Treasurer Nancy supplied the Board with the January 2022 monthly income received report, bank balances, along with the supporting bank statements, as of January 31, 2022, as well as the corresponding bank reconciliations for each month's bank statement. Nancy commented the new ARPA Account and General Fund were not reconciled most likely due to the new GL Numbers for ARP funds, which BS&A helped us in setting up. We will call them to straighten that out.

Huntington Bank Account Balances:

General Fund bank balance is \$334,308.21.

Payroll account balance is \$3,524.16.

Delinquent Property Tax account balance is \$146.21.

Michigan Class Investment account balances:

General Fund balance is \$0.00.

Emergency Services account balance is \$0.00.

Mercantile Bank Emergency Services account is \$212,243.22.

Mercantile ARPA Account is \$117,017.62.

Journey Federal Credit Union Balances:

Tax account balance is \$109,640.59.

Cemetery account balance is \$10,536.67.

Treasurer Nancy included the tax recap sheet she sends to the County Treasurer every two weeks, which shows how much money has been brought in, and disbursed. The February 15 disbursement checks will be mailed out tonight. Then there are two more tax disbursements, and we'll be done for this year.

We were also made aware that there's unclaimed money on the State of Michigan site with Ovid Township's name on it. Nancy stated it was for \$1,763. It's an escrow account from Fifth Third from 2014. Board discussion. Nancy will check into this further.

Moved by Trustee Pat that we accept the Treasurer's report as submitted, bank statements, and reconciliations included for review, subject to audit,

Seconded by Supervisor Jennings. All in favor, Motion carried.

AMEND AND APPROVE BUDGET:

Clerk Claudia said we need to amend the budget for GL # 101-000-955, Miscellaneous Expense and Conv., which we use that number for shredding; GL # 101-266-807, Attorney; and GL # 205-000-955, Miscellaneous Expense, which was used for the OMESSA Attorney fees regarding the upcoming millage for the ballot. Board Discussion regarding amounts since we have two months still left on this year's budget.

Moved by Trustee Pat that we amend and approve the budget transferring a total of \$8,464 from unallocated funds to the following: GL # 101-000-955, Miscellaneous Expense and Conv. (\$67), GL # 101-266-807, Attorney (\$3,397); and GL # 205-000-955, Miscellaneous Expense (\$5,000), Seconded by Clerk Claudia. All in favor, Motion carried.

CLERK/BILLS - FOR APPROVAL:

Clerk Claudia supplied the Board with the Check Disbursement Report for approval from the following banks:

Huntington Bank – Payroll Check Numbers 354-360, Regular Check Numbers 11036-11054 and EFTs for approval.

Mercantile Bank – Emergency Services – Check Number 1057 for \$44.04 and Check Number 1060 for \$787.50.

The total for approval from the two banks is \$135,251.59.

Payroll Check Number 354 for Trustee Arlene is listed as Check Number -354 in BS&A. Clerk Claudia explained when she was entering the payroll EFT that went to the United States Department of Treasury into the accounts payable program, for reconciliation purposes, she didn't check the EFT box, so BS&A assigned Check Number 354 to the EFT transaction that was entered, even though it wasn't a paper check. We will call BS&A to see if that can be changed.

Also, a check was written from our general fund at Huntington Bank to Mercantile Bank, in the amount of \$117,017.62, for the ARP funds we've received thus far. Moved by Treasurer Nancy to approve the Clerk's Check Disbursement Report for payment of all bills, Seconded by Trustee Pat. All in favor, Motion carried.

NEW BUSINESS:

Mole Assassin – Edward Buchmayer:

Clerk Claudia said it's that time of year again when the moles will be moving. She spoke with the Mole Assassin, Ed Buchmayer, regarding setting the mole traps. The fee is \$150 to set the traps and \$50 per mole caught.

Moved by Clerk Claudia that we approve the traps being set for \$150, and \$50 per mole, Seconded by Trustee Pat. All in favor, Motion carried.

Clinton County Road Commission – Chloride Contract – \$34,315.50:

Moved by Clerk Claudia that we approve the Clinton County Road Commission's Chloride Contract for \$34,315.50, Seconded by Trustee Arlene. All in favor, Motion carried.

Resolution No. 2022-01 – March Board of Review, Alternative Starting Date:

Moved by Clerk Claudia to approve Resolution Number 2022-01, March Board of Review Alternative Starting Date, Seconded by Trustee Arlene.

Roll call vote was as follows:

Trustee Arlene Pesik – **Yes**

Trustee Patricia Hibbard – **Yes**

Treasurer Nancy Hughson – **Yes**

Supervisor Jennings West – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

Resolution Adopted.

Engine Brake – Supervisor Jennings:

Supervisor Jennings spoke about complaints he has received regarding the noise with the engine brakes. Most of them are coming from MMPA. Board discussion.

UNFINISHED/UPDATED BUSINESS:

Township Hall Roof:

Treasurer Nancy commented we haven't heard anything from our rep, Jon Johnson, regarding the roof. We will make another call before next month's meeting if we don't hear from him.

Charter Township Information:

Clerk Claudia stated we have to publish the Right to Referendum in the local paper for two weeks, which it was in last week's paper and will be in again next week. Then we will have to discuss whether we want to be a charter township or not.

Supervisor Jennings received an email from one of our residents regarding becoming a charter township. She asked some good questions.

REPORTS:

County Commissioner Kam Washburn:

Kam updated us on the new 9-1-1 system. The system will be going live on March 8 at 9 a.m. It would have been sooner, but there was a problem on one of the towers, which they were waiting for equipment parts to come in.

The County has completed their two million dollar small business grants. They also did a reimbursement of food license fees to the restaurants. That was done internally. They didn't have to hire anyone. The Health Department does the licensing, so it was done through them.

The bonding is done for the new Road Commission facility. They did get their bids back, which were higher than expected. They will be breaking ground sometime in the spring.

Broadband and the County's master facility plan update were discussed in the Ways and Means Meeting. Kam suggested having a meeting at the County with the townships regarding broadband. There are so many questions that need to be addressed.

The Broadband survey results are back. The survey company was hoping to get 300 to 400 responses. They received 2200 responses across the County. They were shocked. These responses were, regularly use the internet or sometimes use the internet.

The first was pay bills on line, 96 percent responded; streaming audio or playing video games, 87 percent; perform work for a job on-line, 77 percent; take on-line classes or do school work, 65 percent; use on-line medical services, 76 percent, either sometimes or regularly. Eighty-nine (89) percent of the survey respondents want fiber service to their home, and 90 percent of residents have internet service in their homes, but not fiber.

Kam commented in order to get some of these grants for broadband, you have to own it. This limits what municipalities can do. Adam Smiddy from Guidehouse did all this work on getting a grant, and then the final rules came out. The County is not going to be in the broadband business. Guidehouse will continue to look for grants, but we need to know the rules first.

Assessor Mark Holley:

Mark commented the tax rolls are finished. The change notices have been sent to the printers. They will be sent out on the 18th. The maps are done. The March Board of Review appeal dates are March 16 and March 21.

Mark commented about previously asking the Board to consider combining Boards of Review, which Ovid Township's Attorneys did not recommend we approve the agreement as presented. Mark stated the other municipalities would like to see the documentation from our Attorneys. Clerk Claudia commented it's attorney-client privilege. The other municipalities should contact their attorneys for advice.

Library – Treasurer Nancy Hughson:

Treasurer Nancy stated they went into closed session to discuss salaries. Marla and Missy received raises and were made salary. The Library adopted a credit card policy. There is a furnace estimate that hasn't been determined yet. Marla applied for some Chromebooks through a grant. She got those for \$1,715.

Treasurer Nancy supplied the Board with the December 15, 2021, Library Board Meeting minutes, and the December 2021 Librarian's Report. Also included in our packets are the financials, the 2021-2022 expense tracker sheets, general fund income, donation fund, building fund, payroll and statistic sheets for our review. There are copies of Marla and Missy's Certificates of Completion with the Beginning Workshop from the Library of Michigan.

OMESA – Treasurer Nancy Hughson:

Treasurer Nancy reported the OMESA meeting went much like last month's meeting. Board discussion regarding OMESA's Articles of Incorporation.

CAASA – Supervisor Jennings West:

Supervisor Jennings commented that someone from Kodiak was at the last meeting. There were so many side conversations going on that it was hard to hear him.

Supervisor Jennings commented he was at the fire department meeting over the weekend. A specialist came in and talked about the electric cars. They invited all the fire departments in Clinton County. Ovid Township and Elsie were the only ones from Clinton County that came. Most of the fire departments from Shiawassee County were there. He said it was a very interesting training class.

***Public Comments:**

None.

Board Comments:

None.

Adjournment:

Supervisor Jennings adjourned the meeting at 8:15 p.m.

Claudia Barrett Pluger, Clerk