



# 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 BOARD MEETING - NOVEMBER 9, 2023**

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 Arlene Pesik

#### **ABSENT:**

Trustee Patricia Hibbard

#### **ALSO PRESENT:**

Keith Jones, Brittany Jones, Maurice Woodworth, Peggy Lidgard, Bob Sauer, Gary Criner, Robert and Nichole Latimer

#### **AGENDA:**

Moved by Trustee Arlene that we approve the Agenda, as written, Seconded by Treasurer Nancy. All in favor, Motion carried.

#### **PROPOSED MINUTES FROM OCTOBER 12, 2023, BOARD MEETING:**

Moved by Trustee Arlene that we approve the October 12, 2023, Board meeting minutes, as written, Seconded by Treasurer Nancy. All in favor, Motion carried.

#### **TREASURER'S REPORT:**

Treasurer Nancy provided the Board with the October 2023 financials, the October monthly income received report, bank balances, along with the supporting bank

statements as of October 31, 2023, and the corresponding bank reconciliations for each month's bank statement.

**Huntington Bank Account Balances:**

General Fund bank balance is \$215,915.80  
Payroll account balance is \$5,980.08  
Delinquent Property bank balance is \$139.59

**Michigan Class:**

General Fund is \$240,752.94  
Emergency Services is \$132,747.14  
ARPA – \$122,881.25

**Mercantile Bank Account Balances:**

Emergency Services account is \$15,639.22  
ARPA Account is \$40,273.36

**Journey Federal Credit Union Balances:**

Tax account balance is \$2,764.45  
Cemetery account balance is \$18,737.85

Treasurer Nancy commented, since we've put funds into Michigan Class, the interest we've made is \$12,381.33.

The database has been sent to the County, and once approved, the tax bills will go out.

Moved by Trustee Arlene to accept the Treasurer's report, as written, bank statements and reconciliations included for review, subject to audit, Seconded by Supervisor Jennings. All in favor, Motion carried.

**AMEND AND APPROVE BUDGET:**

Moved by Clerk Claudia that we amend and approve the budget for GL #101-223-801, Audit, \$800; GL # 209-567-801 Cemetery/Mowing, \$1,300; and GL #101-265-804, Township/Mowing, \$500, for a total of \$2,600 from unallocated funds to cover the amounts over, Seconded by Trustee Arlene. All in favor, Motion carried.

**CLERK/BILLS – FOR APPROVAL:**

Clerk Claudia commented we have received two invoices from the Clinton County Road Commission labeled 3rd chloride application with the same dates. One application was done at 26 percent, and the other application was done at 38 percent.

There are a couple bills from our attorneys regarding a FOIA we are working on, and the FOIA Coordinator's bill.

The following are the banks and check numbers for approval:

Huntington Bank – Payroll Check Numbers 538-544, Preauthorized by policy and approval, Check Numbers 11346-11348 and Check Numbers 11349-11369 and EFTs.

Mercantile Bank – EMS, Check Number 1085, and Journey Federal Credit Union – Cemetery, Check Number 1031. The total for approval is \$35,733.93.

Moved by Trustee Arlene to accept the Clerk's disbursement report, Seconded by Treasurer Nancy.

Roll call vote was as follows:

Supervisor Jennings West – **Yes**

Treasurer Nancy Hughson – **Yes**

Trustee Arlene Pesik – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

### **UNFINISHED/UPDATED BUSINESS:**

#### **Township Hall Roof – Bids:**

Treasurer Nancy commented we need to have a special meeting. She received a call from Sharon, the insurance adjuster. Board discussion. There will be a special meeting set for Thursday, November 16, 2023, at 1 p.m.

### **NEW BUSINESS:**

#### **PA-116 – Farmland Application, #2023-7:**

Clerk Claudia reported everyone should have received this application by email to review. Board discussion. Everyone was fine with this. We will let the County know.

#### **Michigan Association of Municipal Clerks (MAMC) – Deputy Connie Kioski (\$75):**

Clerk Claudia requested approval for Deputy Kioski to join the MAMC.

Moved by Trustee Arlene to approve Deputy Connie Kioski to join the MAMC, Seconded by Treasurer Nancy.

Roll call vote was as follows:

Supervisor Jennings West – **Yes**

Trustee Arlene Pesik – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

Treasurer Nancy Hughson – **Yes**

All in favor, Motion carried.

### **REPORTS:**

#### **Library – Trustee Patricia Hibbard:**

Trustee Pat supplied the Board with the September 20, 2023, Library Board meeting minutes, along with the financials, and the September 2023 Statistics report. Also included was the October Librarian's Report.

Trustee Arlene commented Pat was at the meeting, but they didn't have a quorum.

**OMESA – Treasurer Nancy Hughson:**

Treasurer Nancy supplied the Board with the September 26, 2023, minutes, Treasurer's October report and supporting financial statements. Also included in our Board packets is the Ovid Fire and Rescue Fire Chief's Report from 9-27-2023 through 10-24-2023. At the last OMESA meeting in October they discussed several resolutions and ordinances they thought were in place, but they haven't found them. There is another file cabinet to check.

**CAASA – Supervisor Jennings West:**

Supervisor Jennings commented he was not at the last meeting.

**Assessor Peggy Lidgard:**

It was another busy month for Peggy. She sent out about 35 letters for permits that were missed in the last couple years. She received two complaints about her letter being deceitful. She shared it with the County Board, Information Director, and Building Inspector. They felt it could have been an unhappy taxpayer. There were a total of 41 permits. She site visited 37 of them, and 30 of the permits were a hundred percent. She entered three sales. She found a parcel that was 40 acres, and in July somebody switched it to 50 acres. The legal description says 40 acres, et cetera. She went on GIS, and she measured it, and came up with 40.5 acres.

Board of Review letters have been sent to the members letting them know the tentative dates for the December Board of Review and March Board of Review. After those were sent, Peggy received a letter from the State saying they no longer have to meet in December Board of Review for disabled Veterans. The Assessor can okay those now. Right now there is nothing for Board of Review. That may change once the tax bills are sent out.

She has the Assessment Roll from 2023. She has gone through that book and made the necessary corrections in red.

Earlier tonight Peggy came in and went through the files looking for the 2023 Veteran's exemptions, and the personal property statements from 2023 that are confidential. She could only find the ones from 2022 in the filing cabinets.

The Board of Review no longer has to handle the Veteran's Exemptions, and starting in the tax year 2025, it's one and done. They fill out the forms, and no letters will have to be sent. They won't have to fill out the form every year.

**Public Comments:**

Keith Jones

Gary Criner

Robert Latimer

Nichole Latimer

Peggy Lidgard

**Board Comments:**

Treasurer Nancy responded to Keith Jones that the policies and resolutions did not transfer over to our new website. We need to figure that out.

She also responded we do not put the minutes in the paper because it's very costly every month. OMESSA also no longer puts their minutes in because of the cost.

We have copies available here at the Hall.

Treasurer Nancy also responded to Keith Jones. She did not know why Mark Holley acted like he didn't know what she was talking about at the September meeting. She had talked to him. He did know.

He called Treasurer Nancy about paperwork missing in our files in the office.

When residents called, this information was missing in the files, so she couldn't help them; yet, it was in the Assessing program, which Treasurer Nancy stated she did not have access to on her computer. He called and talked to her about it, but he denied anything. There was no way to see he wasn't doing what he was supposed to. There was a lot not being done we found out.

Treasurer Nancy commented she stands by the decision we made. His contract ended on September 30, 2023. He was an at-will employee.

Clerk Claudia commented the minutes are not to be verbatim. Basically, meeting minutes are to contain any action taken by the Board, i.e., motions, support and results; resolutions, and any other actions taken by the Board.

Clerk Claudia also commented regarding Keith Jones email. She relistened to the meeting recording, and she asked one question only to Mark Holley regarding his Resume, not a service. She did not ask any questions of Peggy Lidgard. The recording speaks for itself.

Also, Mark Holley was aware of his duties as an assessor. He made out his contract and listed what he would do as an assessor.

We do not have a township manager, and we're not a business where we document complaints, and write an individual up. As the MTA class indicated, "Who's the Boss," no one is the boss.

Supervisor Jennings has tried to prevent situations from getting worse regarding complaints against Mark Holley. The Clerk asked the Supervisor if she was correct that he knew everything that was happening.

Supervisor Jennings responded, "Pretty much, yes."

The Clerk stated he met with some people that were very upset, and Mark was aware of this. Mark could not go on their property without a police escort because of a situation. The Supervisor met with these people and asked the Clerk to sit in on the meeting as a witness. The Supervisor was aware of all these things, and he talked with Mark.

The Clerk asked the Supervisor again if she was correct that he knew all these things, and what the Treasurer had relayed to him; and he talked to Mark about them.

Supervisor Jennings responded, "Yes. I talked to him."

Keith Jones interjecting throughout Board Comments.

Supervisor Jennings adjourned the meeting at 7:45 p.m.

Claudia Barrett Pluger, Clerk



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**PROPOSED MINUTES OF OVID TOWNSHIP SPECIAL BOARD MEETING -  
THURSDAY, NOVEMBER 16, 2023**

The Special Board meeting of the Ovid Township Board was called to order at 1 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 Arlene Pesik (Joined at 1:05 p.m.)

**AGENDA:**

Moved by Treasurer Nancy that we approve the Agenda, as written, Seconded by Trustee Pat. All in favor, Motion carried.

**UNFINISHED/UPDATED BUSINESS:**

**Township Hall Roof**

Supervisor Jennings would like Trustee Pat to rescind her motion to go with a polymer asphalt roof with a non-prorated warranted, made on July 13, 2023, which she declined to rescind.

Board discussion regarding the roof and what's next. Someone will get in touch with Weather Vane Roofing and see if they do the polymer asphalt roof and what the price would be. We also need to see if the other quote is still good.

**PUBLIC COMMENTS:**

None

**BOARD COMMENTS:**

Supervisor Jennings commented someone came up to him at the Supervisor's retreat and commented on our website not being the best.

Clerk Claudia commented since all Board members are present we can discuss other issues at this meeting.

We have a FOIA Procedures and Guidelines document we need to adopt.

Moved by Clerk Claudia that we adopt the FOIA Procedures and Guidelines document, Seconded by Trustee Arlene.

Roll call vote was as follows:

Supervisor Jennings West – **Yes**

Trustee Patricia Hibbard – **Yes**

Trustee Arlene Pesik – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

Treasurer Nancy Hughson – **Yes**

All in favor, Motion carried.

Document Adopted.

**ADJOURNMENT:**

Moved by Trustee Pat that we adjourn the meeting, Seconded by Trustee Arlene.

All in favor, Motion carried.

Meeting adjourned at 1:54 p.m.