



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
Arlene Pesik

PROPOSED MINUTES OF OVID TOWNSHIP BOARD MEETING - JANUARY 13, 2022

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 Patricia Hibbard and Trustee Arlene Pesik

ABSENT:

None

ALSO PRESENT:

Kam Washburn, Mark Holley

AGENDA:

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

PROPOSED MINUTES FROM DECEMBER 9, 2022, BOARD MEETING:

Moved by Trustee Pat that we approve the December 9, 2021, minutes, as submitted, Seconded by Treasurer Nancy. All in favor, Motion carried.

TREASURER'S REPORT:

Treasurer Nancy supplied the Board with the December 2021 monthly income received report, bank balances, along with the supporting bank statements and Michigan Class Statements as of December 31, 2021, as well as the corresponding bank reconciliations for each month's bank statement.

Huntington Bank Account Balances:

General Fund bank balance is \$410,495.07.

Payroll account balance is \$2,160.57.

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 \$109,104.22.

Journey Federal Credit Union Balances:

Tax account balance is \$795,499.88.

Cemetery account balance is \$10,536.67.

Treasurer Nancy included the tax recap sheet she sends to the County Treasurer.

It shows how much money has been disbursed from July 1, 2021 through January 12, 2022, and where it was disbursed to. Also in this month's packet is the Clinton County Forfeiture List for Ovid Township. If they haven't paid their taxes by March 31, they will be foreclosed on, and we have the first right of refusal in June or thereafter.

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 Trustee Arlene. All in favor, Motion carried.

AMEND AND APPROVE BUDGET:

Clerk Claudia said we need to amend the budget for the Drains at Large, GL # 101-445-810 in the amount of \$404.19.

Moved by Clerk Claudia to transfer \$404.19 from unallocated funds to Drains, GL # 101-445-810, Seconded by Trustee Pat. All in favor, Motion carried.

CLERK/BILLS - FOR APPROVAL:

Clerk Claudia supplied the Board with the Balance Sheets, Revenue and Expenditure Report, and the Check Disbursement Report for approval from the following banks:

Huntington Bank – Payroll Check Numbers 345-353, Regular Check Numbers 11021-11035 and EFT for approval. Payroll Check Number 344 for Supervisor Jennings in the amount of \$1,029.41 was approved in the December Board Meeting.

Mercantile Bank – Emergency Services – Check Number 1056, \$44.04.

The total of the two banks for approval is \$14,855.11.

Clerk Claudia commented the proposed budget for 2022-2023 is in everyone's packet for preparation of our budget meeting.

Moved by Trustee Pat to accept the Clerk's Check Disbursement Report, as submitted, for payment of all bills, Seconded by Trustee Arlene. All in favor, Motion carried.

Clerk Claudia also commented Ovid Township will be hosting the Clinton County Township Officer's Association meeting on Tuesday, January 18. Someone from Guidehouse will be coming to speak.

NEW BUSINESS:

Charter Township Information:

Clerk Claudia stated we received certification from the Secretary of State indicating that Ovid Township in Clinton County has a population of 2000 or more, according to the most recent United States census, which means we are eligible to become a charter township under the provisions of the Charter Township Act. A notification will be published in the local paper for two weeks, and then we will have to decide whether we want to be a charter township or not. Then we will process the appropriate documents.

Budget Hearing Time:

Clerk Claudia said we set our Budget Hearing date but not the time. Board Discussion. It was decided to set the time for 5:30 p.m.

Capitol Area Municipal Clerks Association (CAMCA):

Clerk Claudia said she would like to join the Capitol Area Municipal Clerks Association. Several Clinton County Clerks have joined. The dues are \$20 annually. The Annual Meeting this year is January 20 at 10:30 and lunch following. It is going to be held in Williamston. The luncheon is \$20. The special speaker is Robin Stites, Election Supervisor, from the Lansing Election Team. She will be discussing the upcoming Elections. Since Treasurer Nancy and Trustee Pat work the Elections, it would be beneficial for them to be approved to go also. Board discussion.

Moved by Clerk Claudia that we approve dues of \$20 to join the Capitol Area Municipal Clerks Association, and the luncheon for the Clerk, Treasurer and Pat, Election Specialist, Seconded by Trustee Pat. All in favor, Motion carried.

MTA Board of Review Training – Supervisor Jennings – February, 2022:

Clerk Claudia commented the in-person dates for Board of Review training have been announced, and Supervisor Jennings needs to take this training.

Moved by Trustee Pat to approve the Board of Review training class for Supervisor Jennings, Seconded by Trustee Arlene. All in favor, Motion carried.

Proposed CAASA Budgets 2022-23 – Service/Operating Budget & Authority Budget:

Clerk Claudia stated she sent the CAASA Budgets, via email, to everyone on the Board. There are two budgets for approval. They are asking \$7 per capita from all entities. Board discussion.

Moved by Clerk Claudia that we approve the CAASA 2022-23 Service/Operating Budget and Authority Budget, as presented, at \$7 per capita for Ovid Township, Seconded by Trustee Pat. All in favor, Motion carried.

Supervisor Jennings said the next CAASA meeting is January 20. Clerk Claudia will send an email to let them know we approved the Budgets.

I.T. RIGHT Quote – New Server:

Treasurer Nancy stated our server acts up off and on, and I.T. Right has recommended that we replace it, at a cost of \$5,497. When it acts up, there's no internet or anything to support our programs. We have to reset it. Nancy commented we've been putting it off because of the cost. Board discussion.

Moved by Trustee Pat that we approve the purchase of a new server, Seconded by Trustee Arlene. All in favor, Motion carried.

UNFINISHED/UPDATED BUSINESS:

Township Hall Roof:

Treasurer Nancy commented we called our rep, Jon Johnson, to see if he can do anything for us. He's going to get in touch with the claims adjuster. He doesn't have any of the documentation about it. We explained our concerns to him.

After our call with Jon, Nancy sent the pictures and report to him that was submitted to us by Elias Brothers after they were on the roof. Board discussion.

***Public Comments:**

None.

REPORTS:

County Commissioner Kam Washburn:

Kam reported the Clinton County Board of Commissioners held their annual organizational meeting on January 4. Kam was elected again as Chair for the Board. Their meetings will be held the last Tuesday of the month at 9 a.m.

Kam updated us on the new 9-1-1 system. It should be instituted by the end of this month. Director Chris Collom has worked very hard on getting this done. This has been a massive undertaking in changing everyone over to the State system. There have been a few glitches.

The Broadband surveys are continuing in the County. They are available online to fill out, and the company is also conducting some surveys by phone. The survey is not only for availability of broadband service, but it needs to be meaningful and affordable.

Last fall the County started doing a master facilities plan update for all of their buildings. They are looking at every structure in the County, including the Courthouse, to see if anything needs improvement, needs to be replaced, or what may need to be done. Hobbs+Black is doing that assessment. Some of the Federal money will qualify for that.

Kam also commented someone from Guidehouse will be at the Clinton County Township Officer's Association meeting, along with Craig Longnecker, County Administrator. They will give a good presentation. They have guided the County through everything they are doing.

Lastly, Kam spoke about the new Clinton County Road Commission building. The Road Commission started developing plans before Covid hit. It was going to cost in the area of 10 to 12 million dollars to update their facilities out there. The County is bonding 18 million dollars for them to build a whole new complex. Bids are going out. It is moving along.

Assessor Mark Holley:

Mark commented the studies are completed, and the maps are made. The price was \$300. We are ready to equalize now, but there could be some changes before the end of the month.

The Governor has made changes, as we've discussed, so Jennings has to take the Board of Review training. Any new Board of Review members must take this training.

Mark previously asked the Board to consider combining Boards of Review between Ovid Township, Ovid City and Middlebury Township. Each entity would have one member on the Board, and they would meet at Ovid Township. Mark created an Interlocal Agreement for all entities to sign. Mark stated Ovid City and Middlebury Township have signed it. Clerk Claudia commented our Attorneys did not recommend we approve the Interlocal Agreement as currently presented. They would be willing to draft a new agreement for us, which would take time. Board discussion.

Mark commented we had a situation in our Township with land splits and lot line adjustments. The Township policy right now is when there is a split done, they survey the split area, but we don't require them to have the remainder parcel surveyed. It's

the same for lot line adjustments. It has created a problem with the parcel where the surveyor didn't survey the remainder, and now there's a discussion of the exact size and the remainder. It has finally been worked out. Mark would like us to consider a policy forcing the remainder of the parcel be surveyed so we don't run into this situation again.

Mark talked to us last year about finding the Indian burial mounds that are in our Township. There are 16 separate mound groups, two are in Middlebury, eight are in Ovid Township, and the rest are in Duplain. Mark was approached by a mother who has an autistic student who is really into this sort of thing. She wanted to know how she could get her son involved in this. This would be a great project for him, and he would do it with Mark, and probably his mom would be involved too. Hopefully this can be started in the spring.

Library – Treasurer Nancy Hughson:

Treasurer Nancy was not at the November Library Board Meeting. She reported they voted to make Connie Thornton the Director. They have new awning for the front door. There's also a letter in our packet to the Library Board Members from Marla Dobski and Missy Perryman requesting to be considered as co-assistant library directors. The audit is done. Nancy supplied the Board with documents from their December 15, 2021, Library Board Meeting, which were the Library Board Meeting minutes of November 17, 2021, 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, and payroll for our review.

OMESA – Treasurer Nancy Hughson:

Treasurer Nancy reported the OMESA meeting went much like last month's meeting. They continue to discuss the emergency services millage and how it's going to be done. The firehall would like to do their own millage, which leaves us with the ambulance. Board discussion.

CAASA – Supervisor Jennings West

Supervisor Jennings commented CAASA decided, at the last board meeting, it will be \$7 per capita, and those that wouldn't pay the \$7 per capita would no longer be on the board. In March or April there will be a new chassis with the old box on it. They said, if six townships could give \$20,000, it would be paid off when the ambulance arrived. Jennings commented they were asked to bring it to their township. Board discussion.

***Public Comments:**

None.

Board Comments:

None.

Adjournment:

Supervisor Jennings adjourned the meeting at 8:25 p.m.

Claudia Barrett Pluger, Clerk