



**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 - MAY 12, 2022**

The regular board meeting of the Ovid Township Board was called to order at 7:00 p.m. by the Supervisor with the Pledge to the Flag.

**MEMBERS PRESENT:**

Supervisor Jennings West, Clerk Claudia Barrett Pluger, Treasurer Nancy J. Hughson and Trustee Arlene Pesik

**ABSENT:**

Trustee Patricia Hibbard

**ALSO PRESENT:**

Bob Meredith, Mark Holley

**AGENDA:**

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

**PROPOSED MINUTES FROM APRIL 14, 2022, BOARD MEETING:**

Moved by Trustee Arlene to accept the April 14, 2022, minutes as submitted, Seconded by Supervisor Jennings. All in favor, Motion carried.

**TREASURER'S REPORT:**

Treasurer Nancy provided the Board with the April 2022 financials, monthly income received report, bank balances, along with the supporting bank statements as of April 30, 2022, as well as the corresponding bank reconciliations for each month's bank statement.

Huntington Bank Account Balances:

General Fund bank balance is \$441,389.16.

Payroll account balance is \$3,964.56.

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 \$136,362.26.

Mercantile ARPA Account is \$117,045.84.

Journey Federal Credit Union Balances:

Tax account balance is \$983.05.

Cemetery account balance is \$11,918.67.

Moved by Trustee Arlene 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.

**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 378-384, Regular Check Numbers 11081-11098 and EFTs for approval.

Mercantile Bank – Emergency Services – Check Numbers 1065 and 1066.

Journey Federal Credit Union – Cemetery – Check Number 1014.

The total for approval is \$17,617.91.

Clerk Claudia commented because of the acquisition integration with VC3, I.T. Right invoices will now be VC3 invoices.

Clerk Claudia also commented we don't have a specific policy on meals when leaving an MTA Conference. A receipt for food purchased on the way home from the MTA Conference was submitted by Trustee Arlene. This hasn't been paid yet. Extensive Board discussion with Trustee Arlene regarding this situation.

Moved by Clerk Claudia that we pay Trustee Arlene \$12.16 for the food purchased at Wendy's, Seconded by Supervisor Jennings. All in favor, Motion carried.

Clerk Claudia stated we need approval to pay the bills, which the total now would be \$17,630.07, and it will be Check Number 11099 to Trustee Arlene.

Moved by Treasurer Nancy to accept the Clerk's Check Disbursement Report for payment of all bills, Seconded by Supervisor Jennings. All in favor, Motion carried.

## **NEW BUSINESS:**

### **South Ovid Cemetery Clean-up Estimate:**

Clerk Claudia stated we received an estimate from JJ's Excavating & Tree Services for \$2,350 to remove shrubs, grind stumps and clean up all the junk out there that people have thrown or left there.

Moved by Supervisor Jennings that we approve JJ's Excavating & Tree Services estimate for \$2,350 to clean up the South Ovid Cemetery, Seconded by Clerk Claudia. All in favor, Motion carried.

### **South Ovid Cemetery - Ordinance & Fee Schedule:**

Treasurer Nancy explained on the Fee Schedule, it says "One 4' x 10' space can accommodate one (1) casket burial and up to six (6) cremation burials." It should be "or." It can't be both.

Moved by Treasurer Nancy that we change the wording to "one (1) casket burial or six (6) cremation burials," Seconded by Clerk Claudia. All in favor, Motion carried.

Treasurer Nancy commented we had a request from Smith Funeral Homes regarding a family that has two lots at the Cemetery. One lot has someone buried there, but the other lot there's no one buried there. They have three cremations that they would like to bury there. Our charge is \$300 for a cremation burial. They questioned if we would charge less for the three burials. Nancy talked to Jeremy, who does the digging, and he said he charges for each burial. Board discussion.

Moved by Treasurer Nancy that we add the word "per" cremation on the last page of the Fee Schedule, Seconded by Trustee Arlene. All in favor, Motion carried.

### **Old Water Softener:**

Supervisor Jennings commented the old water softener, which is the original from when the Hall was build, is so big and heavy that Besco could not load it into their van.

Supervisor Jennings spoke to Jerry Stevens about buying it for OMESA, but he hasn't made an offer yet. Board discussion regarding selling it or giving it away.

Moved by Clerk Claudia that we give the water softener to Jerry Stevens, as long as he comes to get it ASAP, Seconded by Trustee Arlene. All in favor, Motion carried.

## **UNFINISHED/UPDATED BUSINESS:**

### **Township Hall Roof:**

Clerk Claudia commented she talked with our rep, Jon Johnson, at the MTA Conference. He asked if the adjuster, Sharon Woods, had called us, which she hasn't. He commented she was supposed to call us. Discussion regarding this situation.

**Emergency Services Millage:**

The Board discussed the millage proposal. Clerk Claudia suggested running it for seven years, 2024-2030. We will discuss it with our attorneys, and have them prepare the proper documents for approval.

**Custom Heating and Plumbing – Furnace Inspection:**

Supervisor Jennings commented he spoke with the inspector at the County, and they notified Custom Heating and Plumbing that they must be present for the inspection of the furnaces, and they must pay the \$40 fine for not being here the first time.

**REPORTS:****Library – Treasurer Nancy Hughson:**

Treasurer Nancy supplied the Board with the March 16, 2022, Library Board Meeting minutes, and the April Librarian's Report. Also included in our packets for review are the financials, the expense tracker sheets, general fund income, donation fund, building fund, payroll, and March 2022 statistics.

Nancy reported there have been a couple break-ins in the little shed that is behind the Library. They kicked the door in. The door was replaced, and they did it again. They discussed having a camera or a motion light out there. They are considering more insurance coverage. They talked about the double entry system and finding someone to do that. They are pricing a new book drop.

**OMESA – Treasurer Nancy Hughson:**

Treasurer Nancy reported there were three quotes for concrete to be poured on the west side of the fire hall. They went with Triple Concrete, which was the lowest bid. They are still looking into the double entry system. Jeff Swan picked up a laptop for Treasurer Greg Palen.

**CAASA – Supervisor Jennings West:**

Supervisor Jennings commented they have the frame number on the new ambulance. It will be three or four months before they get it. They are trying to find a good used one that will still be certified. They are digging around the basement of the office to winterize it, make it waterproof. They are going to make sleeping quarters downstairs for them.

**Assessor Mark Holley:**

Mark finished up the new appraisals. He and Supervisor Jennings were out and finished up Section 36. They have been to every property in the Township except a couple, which they will visit with law enforcement in a couple weeks.

**\*Public Comments:**

Bob Meredith asked Assessor Mark about a pile of garbage and how that is assessed. Discussion. Supervisor Jennings will take Mark to that property.

**Board Comments:**

Trustee Arlene had a question about the cost of street lighting from a document the Road Commission gave us. Supervisor Jennings will talk to the Road Commission for clarification on that.

**Adjournment:**

Supervisor Jennings adjourned the meeting at 7:50 p.m.

Claudia Barrett Pluger, Clerk