



# OVID TOWNSHIP

## ADMINISTRATIVE OFFICES

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**SUPERVISOR:**

CLERK: Claudia Barrett Pluger

TREASURER: Nancy J. Hughson

TRUSTEES: Patricia Hibbard

Arlene Pesik

### **PROPOSED MINUTES OF OVID TOWNSHIP BOARD MEETING – AUGUST 12, 2021**

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

**MEMBERS PRESENT:**

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

**ABSENT:**

None.

**ALSO PRESENT:**

Jennings West, Gary Criner, Bob Sauer, Bob Meredith, Kam Washburn, Mark Holley, Deb Price – Meridian Weekly

**APPOINTMENT OF MEETING MODERATOR:**

Clerk Claudia commented next on our Agenda is the appointment of a meeting moderator.

Moved by Trustee Arlene that we appoint Clerk Claudia as the meeting moderator, Seconded by Trustee Pat. All in favor, Motion carried.

**AGENDA:**

Moved by Trustee Arlene that we accept the Agenda as written, Seconded by Trustee Pat. All in favor, Motion carried.

**PROPOSED MINUTES FROM JULY 8, 2021, BOARD MEETING:**

Moved by Treasurer Nancy to approve the July 8, 2021, minutes, Seconded by Trustee Arlene. All in favor, Motion carried.

**TREASURER'S REPORT:**

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

Huntington Bank Account Balances:

General Fund bank balance is \$269,079.32.

Delinquent Property Tax account balance is \$157.61.

Payroll account balance is \$2,978.28.

Michigan Class Investment account balances:

General Fund balance is \$132,569.34.

Tax Account balance is \$0.00.

Emergency Services account balance is \$36,791.37.

Mercantile Bank Emergency Services account is \$72,488.02.

Journey Federal Credit Union Balances:

Cemetery account balance is \$18,626.67.

Tax account balance is \$49,857.11.

Treasurer Nancy commented on the Delinquent Property Tax there was a problem with the GL numbers, and it reflected on the Tax Account. She reversed it. By next month it should clear itself out.

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

**CLERK/BILLS - FOR APPROVAL:**

Clerk Claudia supplied the Board with the Balance Sheets for each account, the Revenue and Expenditure Report ending July 31, 2021, and the Check Disbursement Report for approval from the following banks:

Huntington Bank – Payroll Check Number 306 was voided by St. Johns Business and Tax Service. Payroll Check Numbers 304-305 and 307-315, Regular Check Numbers 10938-10951 and EFT, 941, for approval.

Mercantile Bank Emergency Services – Check Number 1048.

The total of the two bank accounts for approval is \$16,865.60.

Clerk Claudia commented she had a FOIA Request that she and Trustee Pat worked on.

Moved by Trustee Pat to approve the Clerk's check disbursement report for payment of all invoices, Seconded by Trustee Arlene. All in favor, Motion carried.

## **NEW BUSINESS:**

### **Jon Johnson, Burnham & Flower Insurance Group:**

Jon Johnson is our Insurance Representative from Burnham & Flower Insurance Group. They represent the Michigan Township Participating Plan, or the PAR Plan, for our Property and Liability Insurance package. Jon supplied Board Members with the new Insurance Policy booklet, along with cyber security documents. He discussed some changes to the grant program, for example, generators no longer require matching funds. Beginning in the fall, there will no longer be matching funds requirements. The grant is a Risk Reduction Grant, for safety related improvements. Jon went through the policy booklet page by page explaining our coverage. Board discussion with Jon.

### **Cemetery Tree & Bushes Removal + Big Tree Removal:**

Clerk Claudia supplied the Board with proposals from JJ's Excavating & Tree Services. One proposal includes removal of small mulberry trees that are growing in the middle of some bushes; removal of all bushes on the west side of the Cemetery where they are growing on some of the grave stones, and trim low hanging branches; and removal of the dead pine tree. This proposal is \$1,650. The second proposal is for removal of a large maple tree. The maple tree is located in the northeast corner. The trunk of that tree is very rotten. This proposal is \$2,200. JJ's Excavating does not do stump grinding. The tree limb that came down during the storm has been removed. That cost was \$800. We have a \$500 deductible on our insurance, but they will pay the rest of the claim that we submitted. Board discussion. It was suggested we find someone who does stump grinding and what the cost would be.

Moved by Trustee Pat that we accept both proposals from JJ's Excavating & Tree Services, totaling \$3,850, for the work at South Ovid Cemetery, Seconded by Trustee Arlene. All in favor, Motion carried.

### **Federal Procurement Conflict of Interest Policy Number 2021-01:**

Clerk Claudia said we need to adopt a Federal Procurement Conflict of Interest Policy. Treasurer Nancy explained we applied for the ARPA Funds, (The American Rescue Plan Act), and we need to have this policy in place before we receive the funds. Moved by Treasurer Nancy that we adopt Policy Number 2021-01, Federal Procurement Conflict of Interest Policy, Seconded by Trustee Pat.

Roll call vote was as follows:

Trustee Patricia Hibbard – Yes

Trustee Arlene Pesik – Yes

Treasurer Nancy Hughson – Yes

Clerk Claudia Barrett Pluger – Yes

All in favor, Motion carried.

Policy Adopted

**Grant for Ovid Township Security Cameras:**

Clerk Claudia stated the Michigan Township Participating Plan Board of Directors approved our grant request for security cameras in the amount of \$1,523, which is exciting news. The grant project must be completed within six months.

**MTA Professional Development Retreats – Bavarian Inn Lodge, Frankenmuth:**

Clerk Claudia commented MTA is going to have in-person trainings in October in Frankenmuth. These will be separate two-day retreats for clerks, trustees, treasurers and supervisors. This is a good time to learn and connect with other people around the State. Moved by Clerk Claudia that we approve these retreats for any officers or deputies that would like to go, Seconded by Trustee Arlene. All in favor, Motion carried.

**Appointment of Supervisor:**

Clerk Claudia stated we have received documents from two applicants that are interested in the Supervisor position. One was Gary Criner, and the other was Jennings West. Clerk Claudia stated she has been in communication with the Bureau of Elections, our County Clerk and MTA Attorneys regarding this vacancy.

“The Statutory requirement for holding township board elective office is a candidate must be a qualified elector of the township and registered to vote. To be a qualified elector, a person must be 18 years of age, a U.S. Citizen, and have lived in the township at least 30 days. MCL 168.11 and 168.342.”

The 45-day deadline to appoint a supervisor is August 21.

When searching for Gary in the Qualified Voter File, he was still registered in Middlebury Township. Claudia commented last night, August 11, he was listed as now being in Ovid Township. Board discussion regarding what the Election Law states, which isn't real clear on this particular situation. Claudia read the emails she's received answering all the questions she had. We want to make sure we're following all the proper protocols. Whoever is appointed will have to run for the supervisor position in 2022, if they so desire.

At this time in the meeting, Trustee Pat asked the candidates some questions.

The other Board members also talked with each candidate.

Bob Meredith asked if a person ran for an office if they had to be a homeowner, which they do not. If they are on the Board of Review, yes, they have to be a homeowner.

Moved by Clerk Claudia that we appoint Jennings West as the Ovid Township Supervisor, Seconded by Treasurer Nancy.

Roll call vote was as follows:

Trustee Patricia Hibbard – Yes

Trustee Arlene Pesik – No

Treasurer Nancy Hughson – Yes

Clerk Claudia Barrett Pluger – Yes

Clerk Claudia commented the vote was 3 Yes 1 No.

Motion carried.

Jennings West is the new Supervisor for Ovid Township.

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

For an update, Clerk Claudia mentioned we've received some documents from the County that have been sent via email to everyone for review. One of the documents was case Number PC-26-24 SLU – Application for a Special Land Use Permit at 8660 E. Kinley Road, approval for a "Child Group DayCare Home." The Hearing regarding this was the same date as this Board Meeting. An email was sent to Jessica Plesko with the responses Clerk Claudia received from Board Members, which no one had an objection. Other documents we received were from Joel Haviland regarding property violation letters, and properties that are now in compliance.

We also received an email from Clinton Transit regarding their new scheduling technology.

### **REPORTS:**

#### **County Commissioner Kam Washburn:**

Kam mentioned the new Clinton Transit scheduling won't go into effect for probably a couple more months. Once they get it instituted, it is going to be a great program. It will work with other transit companies in the area.

Kam commented the first Board of Commissioners meeting back in the Courthouse was July. They did not extend the local State of Emergency, as has been done in the past months. As of August 1, Clinton County is not under a local State of Emergency; therefore, anyone who must meet the Open Meetings Act requirements, must meet in person. The Legislature will be taking up legislation by the end of the year addressing whether we're going back to the old way. There may be a possibility of some virtual meetings. Another local State of Emergency can be made at any time it might be needed. There was a resurgence of COVID, even in the Courthouse. The numbers aren't too bad. Masks are no longer required in the Courthouse, however, they are highly suggested. The local State of Emergency is county-by-county across the State of Michigan.

Liz Braddock is our new Health Director. She replaced Marcus Cheatham. His last day was July 12th. Liz Braddock was the Environmental Health Director of the Mid-Michigan District Health Department. The Health District Board selected her. She keeps everyone updated. She has a sense of what commissioners need. She has her communications person involved, as well as Dr. Morse.

The County is working on figuring out how the ARPA money will be divided up. Clinton County will receive 15.4 million dollars. They have received half of that. They are not using any of the money until they decide what the divisions will be. The Infrastructure Committee has been meeting, and will be meeting again in the next week.

One thing that has drastically changed since the beginning of all the Federal money is Broadband access, especially in the rural areas of the County, and for increased access in the more populated areas. If Congress passes the latest Infrastructure Bill, there's a huge amount of Broadband-specific money in that. If that passes, that money for Broadband-specific would be distributed to each state. There's talk that the State of Michigan would do a Broadband access across the whole State for everyone.

The County received a grant from Michigan Department of Natural Resources Trust Fund for improvements at Clinton Lakes, which is right across the road from Motz Park. The beach will be improved, dirt parking lots, and other improvements around the lake.

**Assessor Mark Holley:**

Assessor Mark commented he had a correction to the minutes – the inflation rate or five percent (5%), whichever is less, is what taxable values go up in Michigan each year. Seven percent (7%) is what the Federal inflation rate was reported at. They haven't announced this month's number yet, but most likely it will be higher than seven percent, because costs on almost everything, except lumber, have gone up.

The reappraisal of the south part of the Township is going to be started within the next 30 days, when the temperature is lower.

Mark stated the L-4029 has to be signed by the Supervisor and Clerk. The one signed in June is not valid now, so we need to resign that. Mark felt the Board needed to authorize Jennings West as the new Supervisor to sign it, since our next Board Meeting is in September. We can approve the L-4029 in the September meeting.

Moved by Treasurer Nancy that we authorize Jennings West to sign the L-4029 as the new Supervisor, Seconded by Trustee Pat. All in favor, Motion carried.

**Library – Treasurer Nancy Hughson:**

Treasurer Nancy supplied the Board with the Library Board Meeting minutes of June 9, 2021 and the July 2021 Librarian's Report. Also in our packets are the June 2021 statistics sheet, and June and July 2021 expense trackers for our review. They had a meeting on July 21, 2021. Sharry Huyck is still on leave until the end of August. The roof was inspected at the Library before June 12th, and then the storm came through and damaged all of the eaves troughs, the awnings, the roof on the back building. They have received a check to fix all those damages. Since the roof is brand new on the Library, the adjuster wants to come back and look at it again in a few weeks, because they might see more damage by then. Greg Martin has been taking care of that, and has been doing a wonderful job.

**OMESA – Treasurer Nancy Hughson:**

Treasurer Nancy said the Fire Hall has been paid off. They have the receipt. A new Treasurer has been appointed, which is Greg Palen. He wasn't able to attend the last meeting because of prior engagements.

The Audit was done, and everything looked good. Equipment update – they would like to purchase a new fire truck eventually, which is around \$550,000.

They had a trailer in the yard for collection of pop bottles and cans to support the Firemen's Foundation, which donates a lot of money to needy families at Thanksgiving and Christmas. The pop bottle/can drive was very successful. They plan to do it again.

**CAASA –**

Clerk Claudia said the next CAASA meeting is August 19.

**\*Public Comments:**

None.

**Board Comments:**

Trustee Pat thanked Deb Price for her article in the Meridian Weekly regarding the Supervisor position in Ovid Township. It was very nicely written. Everyone on the Board commented how they appreciated the article.

Trustee Arlene asked if we checked for roof damage. Treasurer Nancy commented we had the adjuster come and look at our roof because of the damage to the Fire Hall roof. Someone from Elieff Brothers came and inspected our roof. He said the eaves troughs had damage, the soffit is damaged, and a piece of siding on the one side had damage, and he felt there was roof damage. The insurance adjuster that came is now saying there was no damage to the roof. After he inspected our roof,

he came into the office and looked at the report from Elieff Brothers, and said that he agreed with their report. That's what he saw. We should hear back from the adjuster in a couple weeks on the final assessment of the roof. Board discussion.

**Adjournment:**

Moved by Trustee Arlene that we adjourn the meeting, Seconded by Trustee Pat. All in favor, Motion carried.

Meeting adjourned at 8:16 p.m.

Claudia Barrett Pluger, Clerk