



OID TOWNSHIP

ADMINISTRATIVE OFFICES

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APPROVED

SUPERVISOR: Gregory C. Palen

CLERK: Claudia Barrett Pluger

TREASURER: Nancy J. Hughson

TRUSTEES: Arlene Pesik

Jennings West

APPROVED MINUTES OF OVID TOWNSHIP MEETING – OCTOBER 5, 2017

The regular meeting of the Ovid Township Board was called to order at 7:01 p.m. by Clerk Claudia Barrett Pluger with Pledge to the Flag.

MEMBERS PRESENT:

Clerk Claudia Barrett Pluger, Treasurer Nancy Hughson, Trustees Arlene Pesik and Jennings West

ABSENT:

Supervisor Greg Palen

ALSO PRESENT:

Robert Meredith, Mike & Diane Dowler

APPOINTMENT OF MEETING MODERATOR:

In Supervisor Palen's absence, Clerk Claudia called for an appointment of a meeting moderator.

Moved by Nancy to appoint Clerk Claudia as the meeting moderator for tonight, Seconded by Arlene. All in favor, Motion carried.

AGENDA:

Agenda reviewed by Board. Moved by Nancy to accept the agenda as written, Seconded by Arlene. All in favor, Motion carried.

PROPOSED MINUTES OF SEPTEMBER 7, 2017:

Proposed minutes reviewed by Board. Moved by Arlene to accept the minutes as written, Seconded by Nancy. All in favor, Motion carried.

TREASURER'S REPORT:

Nancy reported as of September 30th, the Delinquent Property Tax account showed a balance of \$2,081.49; Tax account \$13,560.32. The summer tax deadline was September 14, after which a one percent interest fee was added on September 15, and the first day of each subsequent month. The Disbursement account for the taxes is \$5,273.53. Disbursements have been made to Clinton County every two weeks since July 15 in the

amount of \$747,006.58, and to Ovid Township for administration fees in the amount of \$10,585.25. These amounts reflect disbursements through September 15. The General Fund account shows a balance of \$423,587.64.

Treasurer's report was given, subject to audit.

CLERK/BILLS - FOR APPROVAL:

Claudia's Check Disbursement Report, Check numbers 9999-10013 and check numbers 10159-10165 totaling \$34,523.68, reviewed by the Board.

Moved by Nancy to accept the Clerk's report and approve payment of the bills as written, Seconded by Arlene. All in favor, Motion carried.

REPORTS:

Trustee Jennings presented the Board with copies of the Clinton County's Sheriff reports dating from January through August relating to Ovid Township.

Supervisor Palen's Report –

The Clerk read a two-page report from Supervisor Palen regarding the County Assessor's/Supervisor's meeting, CAASA, OMESA, Baese Court road improvement, winter propane, land division activity and FEMA flood plain inquiries.

Barbara Moss, County Equalization Director, announced her retirement as of April 2018. In Ovid Township, farmland is static while residential sales are slightly lower than their SEV prior to sale.

Clinton Area Ambulance Service has been meeting every other month during the summer, and no September meeting. The MFR experiment in Greenbush Township seems to be going as intended. Call runs are consistent with last year.

The proposed Fire/MFR building on Baese Court is budgeted to not exceed \$715,000 in total construction costs.

Shane Applebee, Applebee Propane, has taken responsibility for seeking bids on the curb project on Baese Court, and expects to cover the majority of the cost.

Supervisor Palen asked Drain Commissioner Hanses for assistance in acquiring an updated flood plain map under Federal Emergency Management Agency determinations.

Library – Nancy said there hadn't been a meeting since August. They are still working on policies.

Assessor Diane Dowler – Diane commented on a continuing education class she took regarding safety. It was given by two retired police officers from Grand Rapids. They talked about dogs, drugs, bombs, active shooters, self-defense, how to get along with angry people. Diane commented it was a good class.

Supervisor Palen had already discussed, in his report, the residential sales. Next month Diane should have more ratios to report. The Consumer Price Index should be announced this month by the State.

OMESA - Trustee Jennings reported in the OMESA meeting they were talking about selling the cell tower. The way the changing of electronics is going, ten years down the road they may cease using it, and it would just sit there, so there was discussion that it may be of interest to sell the tower now.

NEW BUSINESS:

F-65 Preparation by Stevens, Kirinovic & Tucker, P.C.:

The Clerk commented there are a lot of changes in the preparation of the F-65 this year; therefore, it would be beneficial for us to have the Auditors prepare it.

Moved by Arlene that we have Stevens, Kirinovic & Tucker prepare the F-65, Seconded by Nancy. All in favor, Motion carried.

Ed Tyler, Spark of Marketing – Website Domain:

Ed was not able to be at the meeting; however, he submitted two estimates to us, one for the Website Domain renewal and a Website Contract. Documents were reviewed and discussed by the Board.

Moved by Arlene that we renew the Ovid Township Website for five years, with the stipulation that we are not tied to Spark of Marketing for five years, Seconded by Jennings. All in favor, Motion carried.

Ed Tyler, Spark of Marketing – Website Contract:

The Spark of Marketing contract would be \$720 for one year, and covers Website maintenance and updates, financial report breakdowns, minutes, email, Hall rental dates and rental calendar, and a redesign of the Website at no charge.

The Board discussed the Contract for one year, and the Website getting a new look/redesign.

Moved by Nancy to go with a one-year contract with Spark of Marketing, Seconded by Arlene. All in favor, Motion carried.

Dymo Thermal Label Printer for Elections:

The Clerk commented during her Election accreditation classes it was recommended to purchase a Dymo Labelwriter printer and a Scanner for barcodes, if we didn't already have one, to do the election work. Diane commented it was a wonderful, useful tool.

Moved by Nancy to purchase the Dymo printer, Seconded by Arlene. All in favor, Motion carried.

Scanner for Elections:

Moved by Arlene to purchase the Scanner for election work, Seconded by Jennings. All in favor, Motion carried.

Recorder for Meetings:

The Clerk reported that she had been told there was a recorder that was used for the Township meetings in the past. We have found the container box and pamphlets for the recorder, but no recorder. Claudia commented she could continue to use her Court Reporting equipment to record the meetings.

Moved by Arlene to purchase a recorder, Seconded by Nancy. All in favor, Motion carried.

Credit Card for Ovid Township:

The Board discussed the need for a credit card for Ovid Township. When we take MTA classes or other classes and we need to stay in a hotel, if we use our own credit cards, we are taxed, whereas if we had a Township credit card it would be non-taxable. It would also speed up registrations. Instead of having to do everything through the USPS, we would be able to do it on-line. Nancy commented Huntington Bank was supposed to be coming out with one. She hasn't heard back, so she will check back with them.

Moved by Nancy that we get a credit card, Seconded by Arlene. All in favor, Motion
carried.

We will prepare a Credit Card Policy for next month's meeting.

UNFINISHED BUSINESS:

Applebee's Propane Contract:

Shane Applebee said he would honor the contract we received from him a while ago. The Board discussed the contract and decided to wait until the November meeting to make a decision since we have also been talking with Consumers about switching over to natural gas.

Public Comments:

Bob Meredith questioned whether Hollister Road South was Class A or Class B. The Board discussed this, and added that the Road Commission has informed us that Baese Court was never completely done properly. Trustee Jennings commented the gentleman filed bankruptcy, and the road was never finished. It has to be done to correct that problem. Mr. Meredith questioned where the fire trucks would be going out. The Board commented they would be going out off of Baese Court. onto M-21.

Board Comments:

None.

Adjournment:

Moved by Arlene to adjourn the meeting, Seconded by Nancy. All in favor, Motion carried.

Meeting adjourned at 7:42 p.m.

Respectfully submitted,

Claudia Barrett Pluger, Clerk

Gregory C. Palen, Supervisor
