



**OVID 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

**PROPOSED MINUTES OF OVID TOWNSHIP MEETING –
NOVEMBER 12, 2020**

The regular meeting of the Ovid Township Board was called to order at 7:03 p.m. by the Supervisor with Pledge to the Flag.

MEMBERS PRESENT:

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

ALSO PRESENT:

Kam Washburn, Patricia Hibbard, Deb Shaughnessy, Bob Meredith, Mark Holley, Sue Palen, State Representative Graham Filler (Arrived at 7:45 p.m.)

AGENDA:

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

PROPOSED MINUTES FROM OCTOBER 8, 2020:

Proposed minutes from October 8, 2020, meeting reviewed by the Board. Moved by Arlene that we approve the minutes as presented, Seconded by Nancy. All in favor, Motion carried.

TREASURER'S REPORT:

Nancy presented the Board with the bank balances, along with the supporting bank statements and Michigan Class Statements as of October 31, 2020, as well as the corresponding bank reconciliations for each month's bank statement.

Huntington Bank Account Balances:

General Fund bank balance has \$115,864.50.

Delinquent Property Tax account balance has \$137.12.

Payroll account balance has \$4,951.50.

Michigan Class investment account balances:

General Fund has \$132,515.29.

Tax Account has \$0.00.

Emergency Services account has \$36,776.16.

Mercantile Bank Emergency Services Account has \$46,897.10.

Journey Federal Credit Union Balances:

Cemetery Account has \$22,696.82.

Tax Account has \$3,794.73.

Winter Taxes will be mailed out by the end of November.

Moved by Arlene that we accept the Treasurer's report, as presented, bank statements, and all reconciliations included for review, subject to audit, Seconded by Jennings.

All in favor, Motion carried.

CLERK/BILLS - FOR APPROVAL:

Claudia presented, for review, the Fund Balance Sheets for the General Fund, Public Safety Fund, Cemetery Fund and Tax Fund, the Revenue and Expenditure Report ending October 31, 2020, and the Check Disbursement Report for approval.

For Approval – Huntington Bank and Mercantile Bank Emergency Services – Huntington Bank, Payroll Check Numbers 221-227, Regular Check Numbers 10812-10832 and EFT and State of Michigan payroll expenses, totaling \$16,551.36.

Mercantile Bank Emergency Services, Check Number 1037 totaling \$44.04.

Also included in everyone's packet are the reports from last month's meeting, generated through BS&A once we closed the fiscal year out.

Claudia mentioned we received our 2021 water testing annual fee from Michigan Department of Environment, Great Lakes, and Energy (EGLE).

Supervisor Palen stated we need to get that done by the end of the year.

Moved by Supervisor Palen to approve the Clerk's reports, and payment of all bills with checks from Huntington Bank and Mercantile Bank, Seconded by Arlene.

All in favor, Motion carried.

NEW BUSINESS:

Appointment of OMESA Board Member at Large:

Supervisor Palen stated we need to appoint a new Board Member at Large for OMESA. The OMESA Bylaws require all board members to be Elected Officials.

Arlene commented she volunteered to be on the OMESA Board.

Moved by Jennings that we appoint Nancy Hughson to the position of Board Member at Large on the Ovid-Middlebury Emergency Services Authority Board, Seconded by Claudia. All in favor, Motion carried.

Daystarr Phone for Supervisor's Office:

Supervisor Palen commented there hasn't been a phone in the supervisor's office.

Moved by Claudia that we purchase a new Daystarr phone for the Supervisor's office, Seconded by Jennings. All in favor, Motion carried.

Classes and Books for New Township Officials:

Claudia commented MTA is offering online classes for new township officials, and the books for new officials. There is a class Nancy is interested in on taxes.

Moved by Claudia that we approve classes for new township officials, and a class for the Treasurer, Seconded by Jennings. All in favor, Motion carried.

Hall Rentals - \$150 Deposit Carryover and Number of People:

Claudia explained we have the hall rented in December, however, the renter would like to postpone it until next December (2021) because of COVID. The deposit has gone up to \$250, but the renter feels they shouldn't have to pay the extra since they are postponing it for a year. Board discussion regarding this situation. It was decided to allow this particular renter's deposit to remain at \$150 since it would be carried over.

Clinton County Designated Assessor – Scott Cunningham:

Supervisor Palen explained, by Statute, an individual has to be appointed to serve as the designated assessor for the County. The appointment of entering into a contract with Scott Cunningham as the designated assessor for Clinton County for a period of five years was acted on at the Clinton County Board of Commissioner's meeting on August 25, 2020. They voted unanimously for Scott. The County will be paying for the annual retainer for this position.

The final draft of the inter-local agreement was approved at the Board of Commissioner's October 27, 2020, meeting. Ovid Township Board now needs to approve and sign the inter-local agreement.

Moved by Nancy that we authorize the Supervisor to sign the Inter-Local Agreement designating Scott Cunningham as Clinton County's Designated Assessor, Seconded by Jennings. All in favor, Motion carried.

State Representative Graham Filler:

"Once upon a time there was a man named Greg Palen" – Graham reminisced about growing up in Ovid living in the big white church, and what an important role the entire Palen family played in his life. He commented about local politics and Greg's service to Ovid Township.

State Representative Graham Filler presented Supervisor Palen with a Special Tribute from the State of Michigan. This Tribute is dedicated to Greg for his honorable and selfless commitment to Ovid.

UNFINISHED BUSINESS:

2020 Census – Deb Shaughnessy:

Deb did not have anything new to report. The numbers will be out in April 2021.

REPORTS:

Clinton County Commissioner – Kam Washburn:

Kam thanked Ovid Township for their continued support of him.

The COVID numbers are not good in Clinton County or anywhere in the State of Michigan. The County is at 246 days of the County Emergency Operation Center being open. The latest numbers from the Health Department show Clinton County has had 1,668 positive cases that have been reported. There have been 18 deaths in Clinton County. The trend is not good. In one day there were 78 new cases.

The Election went well. The last of the Election results for Clinton County came in Wednesday morning at 8 a.m. People worked all night. The Sheriff had extra security around on Election day, and the State Police had extra Troopers around. The Sheriff contacted all the Clinton County Township Clerks before the Election and assured them of the extra security he was providing.

The Clinton County Budget was approved at their October meeting for 22.4 million dollars for the general budget. The revenue side of that right now is questionable, but the numbers are better than what they thought it would be at this time. The main concern is what kind of a long-term effect does COVID have, and what kind of impact will it have on revenue.

All jury trials have been suspended until the end of November. Whether those are picked back up will depend on direction from the State Supreme Court.

Kam complimented Greg and Jennings, since this will probably be their last meeting, for what they've done for Ovid Township. Kam stated how smoothly our Township meetings go. It takes a lot of time and effort, and he thanked Greg for that.

Kam commented all he hears from the Road Commission is where is Jennings going to be. They have appreciated Jennings being there and willing to help, and letting them know what needed to be done in the Township.

Kam thanked both Greg and Jennings for their service to Ovid Township.

Assessor Mark Holley – Mark commented in Ovid Township we have 1,236 real parcels. Out of those 1,236 parcels, Jennings and Mark have inspected 539 this year, which is 43 percent of all the parcels in the Township. Mark said Jennings has been with him on a lot of these inspections. Including the ones that Mark inspected for us last year, he has now seen 72.5 percent of all the parcels in just one year's time. That leaves us with 339 for next year, which is 27.5 percent, and that should be done with no problem. By the time the State Audit comes around, Mark will have seen all the parcels in Ovid Township. We will be in good shape for that Audit, if they choose to Audit us.

The State Tax Commission came out with the CPI number. All of our taxable values will increase by 1.4 percent. That is set for the 2021 roll. We are waiting on the numbers from Equalization to see what our percentages for each of the classes will go up. We don't know what that will be until after December 1st.

We have a new disabled Veteran in the Township. We will be having a December Board of Review this year in order to process their paperwork to get them their exemption for 2020.

Library – Nancy supplied the Board with documents from two meetings; the September 9, 2020 and October 14, 2020, Board Meeting minutes, and the October 14, 2020, and November 11, 2020, Librarian's Report, along with the corresponding expense documents for those meetings.

The Library is open for ten people at a time. They are letting people use the computers for a half an hour at a time. People seems to be happy with that. Curbside is available too, if people request it.

OMESA - Trustee Jennings reported the meeting was another short one, and nothing really going on to report.

CAASA – Supervisor Palen commented the CAASA meeting is going on right now, same as our meeting. They may propose a budget at this meeting to be acted on in December.

Public Comments:

Deb Shaughnessy thanked Greg and Jennings for all the education they have given her. Jennings has taken her around the Township and showed her different things. She commented she appreciates the knowledge Greg has of the Township, and she's grateful they have developed a good relationship. She feels it will be a smooth transition, and appreciates all the time he has given her. He will continue to work with her.

Board Comments:

Claudia commented we will miss Greg and Jennings. Jennings has been a tremendous help to Nancy and Claudia. Anything they asked of him, he would do. Some things weren't always pleasant, but he came to their rescue.

Supervisor Palen thanked the Board for working so well with him. He said he appreciates Nancy and Claudia for all they've implemented and accomplished in the last four years. It was a rough start, however, has turned into great things being done.

Adjournment: Supervisor Palen adjourned the meeting at 7:58 p.m.

Claudia Barrett Pluger, Clerk