



**OID TOWNSHIP
ADMINISTRATIVE OFFICES**

1015 Baese Court, P.O. Box 136
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APPROVED

SUPERVISOR: Debbie Shaughnessy
CLERK: Claudia Barrett Pluger
TREASURER: Nancy J. Hughson

TRUSTEES: Patricia Hibbard
Arlene Pesik

**PROPOSED MINUTES OF OVID TOWNSHIP VIRTUAL MEETING –
THURSDAY, DECEMBER 10, 2020**

The regular meeting of the Ovid Township Board was called to order at 7:04 p.m. by the Supervisor with Pledge to the Flag.

MEMBERS PRESENT:

Supervisor Debbie Shaughnessy, Clerk Claudia Barrett Pluger,
Treasurer Nancy Hughson, Trustees Patricia Hibbard and Arlene Pesik

ALSO VIRTUALLY PRESENT:

Kam Washburn, Mark Holley, Ed Tyler

AGENDA:

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

PROPOSED MINUTES FROM NOVEMBER 12, 2020:

Moved by Trustee Pat that we approve the November 12, 2020, minutes as presented, Seconded by Trustee Arlene. All in favor, Motion carried.

TREASURER'S REPORT:

Nancy supplied the Board with the bank balances, along with the supporting bank statements and Michigan Class Statements as of November 30, 2020, as well as the corresponding bank reconciliations for each month's bank statement.

Huntington Bank Account Balances:

General Fund bank balance has \$138,814.23.

Delinquent Property Tax account balance has \$137.12.

Payroll account balance has \$3,872.89.

Michigan Class investment account balances:

General Fund has \$132,524.69.

Tax Account has \$0.00.

Emergency Services account has \$36,778.77.

Mercantile Bank Emergency Services Account has \$46,855.05.

Journey Federal Credit Union Balances:

Cemetery Account has \$22,696.82.

Tax Account has \$6,026.24.

Taxes are already coming in.

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

CLERK/BILLS - FOR APPROVAL:

For Approval – Huntington Bank, Mercantile Bank Emergency Services and Journey Federal Credit Union, Cemetery Account –

Huntington Bank – Election Inspectors, November 3, 2020, General Election, Check Numbers 228-236 (\$1,785.75); Payroll Check Numbers 237-245 (\$5,207.19); Regular Check Numbers 10833-10843 (\$14,357.39) and EFT (\$1,275.44), totaling \$22,625.77.

Mercantile Bank Emergency Services – Check Number 1038 totaling \$44.04.

Journey Federal Credit Union, Cemetery – Check Number 1001 totaling \$3,600.

The total of all three accounts is \$26,269.81.

Moved by Treasurer Nancy to approve the Clerk's check disbursement reports for payment of all bills from Huntington Bank, Mercantile Bank and Journey Federal Credit Union Cemetery Account, Seconded by Trustee Arlene. All in favor, Motion carried.

NEW BUSINESS:

Appointment of Board of Review Members, Shane Applebee, Larry Koch, and Jack Powell:

Moved by Clerk Claudia that we appoint Shane Applebee, Larry Koch and Jack Powell to the Board of Review, Seconded by Treasurer Nancy. All in favor, Motion carried.

2021 Poverty Exemption Resolution Number 2020-07:

The Assessor explained each year the Federal Government sets the minimum poverty levels all across the country, so each year we have to adopt their numbers for our poverty exemption guidelines. They went up about \$470 higher than what they were last year on a per person basis, so we need to adopt this Resolution, Policy and Guidelines for the 2021 year.

Moved by Clerk Claudia that we approve Resolution Number 2020-07, 2021 Poverty Exemption, Seconded by Trustee Pat.

Roll call vote was as follows:

Trustee Arlene Pesik – **Yes**

Trustee Patricia Hibbard – **Yes**

Treasurer Nancy Hughson – **Yes**

Supervisor Debbie Shaughnessy – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

Resolution Adopted.

Michigan Township Association (MTA) Classes for Board of Review Members:

The Clerk commented in this month's MTA Township Focus Magazine, they explained there is a new requirement starting with this Board of Review term, under MCL 211.10g, the Township Board is responsible for seeing that the Board of Review members receive training and updates required and approved by the State Tax Commission (STC). MTA has been working with the STC and is offering online classes for the Board of Review members that meets this mandate. The cost is around \$25 per person. The Assessor commented that Clinton County Equalization offers training for the Board of Review members. Board discussion regarding this. The Supervisor commented it wouldn't hurt to have this as a backup in case the Clinton County class isn't going to be sufficient.

Moved by Clerk Claudia that we approve the MTA Board of Review class, if the one from Clinton County Equalization isn't sufficient, Seconded by Trustee Pat. All in favor, Motion carried.

Laptop for Supervisor Shaughnessy:

Supervisor Deb has been using her own personal laptop; however, as she starts this new term, she would like to have everything set up for the next supervisor. Board discussion regarding laptop and the price.

Moved by Clerk Claudia that we approve the purchase of a laptop for the Supervisor, Seconded by Arlene.

Nancy questioned putting a dollar amount limit. Discussion continued. Assessor Mark suggested going on the Dell website. Ed Tyler commented Acer and HP have good laptops also. Supervisor Deb asked Clerk Claudia if she was fine with amending her Motion.

Moved by Clerk Claudia that we approve the purchase of a laptop for the Supervisor, not to exceed \$1,000, Seconded by Arlene. All in favor, Motion carried.

UNFINISHED BUSINESS:

None:

PUBLIC COMMENTS:

Clinton County Commissioner – Kam Washburn:

The County Emergency Operation Center has been active for 273 days now. As of the call on Wednesday, December 9, with the Health Department, there are 2,964 positive cases of Covid in the County since this began. There has been a spike in deaths. There are 30 deaths now in Clinton County of residents. Overall, right now, everything has leveled off a bit. The Health Department is now looking towards the rollout of the vaccine and how that's going to work. Danielle, from Sparrow, is coordinating the vaccine that is coming in. We will receive 975 doses at first, and that is for healthcare workers first. The general public will probably start to be vaccinated around the first of February. They are still not sure how that is going to happen. It's not a simple process. Danielle, from Sparrow, said the vaccines come in very cold temperatures. Those refrigerators will be opened only twice a week. They will take the dosage out they need. The doses are good for six hours at room temperature and six days in the refrigerator. Everything will be coordinated.

The Courthouse is open if you have business you need to do. It would be a good idea to call ahead to whichever department and make an appointment. Everything that can be done virtual is being done virtual, including the Courts. All jury trials have been put off until at least after the first of the year. Other trials are all going on virtually with judges and attorneys. The County Covid preparedness plan and how they operate the County is being updated continually.

Assessor Mark Holley – Mark commented he just received from Clinton County the upcoming equalization numbers, which he plugged right into the software to see where we're at in preparation for next year. It looks like our agricultural, commercial and industrial properties will all decrease by about five percent. Our residential properties will increase by about ten percent. He stated we won't have to make big adjustments this year, and that's good.

Ed Tyler – Ed commented he has been doing the website for Ovid Township since 2012-2013. He sent everyone an email and quote for the upcoming year and what he would like to do with the website. If someone did not receive it, please let him know. If anyone has anything they'd like him to do, also please let him know. He's more than happy to work with us. His family has been in our township for 60-70 years, and he loves this township and wants to continue working with us. If we want to learn to work on the website, he's more than willing to teach us. He said he's here for us. Supervisor Deb commented she has not received the email. She said we will be discussing the website in our January meeting, and hopefully he can make it.

Board Comments:

Trustee Pat wondered if there was a policy for cancelling or rescheduling meetings if there was an emergency such as a death in someone's family. She wondered if there's a way to help Claudia or Nancy if they had an emergency.

Board discussion regarding this.

Supervisor Deb commented her and Greg did the water test, and we already have the results back.

Adjournment: Supervisor Deb adjourned the meeting at 7:40 p.m.

Claudia Barrett Pluger, Clerk