



**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

**APPROVED MINUTES OF OVID TOWNSHIP MEETING
AND BUDGET HEARING – MARCH 8, 2018**

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

MEMBERS PRESENT:

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

ALSO PRESENT:

Mike & Diane Dowler, Scott Hopkins, Mark Pluger

AGENDA:

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

PROPOSED MINUTES OF BUDGET MEETING – JANUARY 18, 2018:

Proposed minutes reviewed by Board. Moved by Arlene to accept the Budget meeting minutes of January 18, 2018, Seconded by Nancy. All in favor, Motion carried.

BUDGET ADOPTION:

The proposed budget from the meeting of January 18, 2018, was discussed. It was noted that the Emergency Services Budget is the last page of the Budget. The Treasurer declined her raise, due to tax concerns. Due to the figures from the 1099's, there were a few changes on the Budget. Moved by Claudia that we Adopt the 2018-19 Budget with the noted changes, and the Emergency Services Budget, Seconded by Arlene. All in favor, Motion carried.

Supervisor Palen stated that this is Tax Allocation year, so we have to send a copy of our Budget to the County Clerk's office.

BOARD MEETING DATES:

Moved by Arlene that we Adopt having the monthly Board meetings the second Thursday of the month, except for November 2018 and February 2019, which will be the first Thursday, Seconded by Nancy. All in favor, Motion carried.

SALARY SCHEDULE:

Moved by Claudia that we Adopt the Salary Schedule with the corrections discussed, Seconded by Nancy. All in favor, Motion carried.

RESOLUTION NO. 2018-05 – Supervisor’s Salary

Moved by Claudia to Adopt the Supervisor’s Salary, Resolution No. 2018-05, Seconded by Nancy. All in favor, Motion carried.

Roll call vote was as follows:

- Trustee Jennings West, “Yes.”
- Trustee Arlene Pesik, “Yes.”
- Treasurer Nancy J. Hughson, “Yes.”
- Clerk Claudia Barrett Plugger, “Yes.”
- Supervisor Gregory C. Palen, “Yes.”

Everyone present, and no one voting “No.”

Resolution Adopted.

RESOLUTION NO. 2018-06 – Clerk’s Salary

Moved by Nancy to Adopt the Clerk’s Salary, Resolution No. 2018-06, Seconded by Arlene. All in favor, Motion carried.

Roll call vote was as follows:

- Trustee Jennings West, “Yes.”
- Trustee Arlene Pesik, “Yes.”
- Treasurer Nancy J. Hughson, “Yes.”
- Clerk Claudia Barrett Plugger, “Yes.”
- Supervisor Gregory C. Palen, “Yes.”

Everyone present, and no one voting “No.”

Resolution Adopted.

RESOLUTION NO. 2018-07 – Treasurer’s Salary

Moved by Claudia to Adopt the Treasurer’s Salary, Resolution No. 2018-07, Seconded by Arlene. All in favor, Motion carried.

Roll call vote was as follows:

- Trustee Jennings West, “Yes.”
- Trustee Arlene Pesik, “Yes.”
- Treasurer Nancy J. Hughson, “Yes.”
- Clerk Claudia Barrett Plugger, “Yes.”
- Supervisor Gregory C. Palen, “Yes.”

Everyone present, and no one voting “No.”
Resolution Adopted.

REGULAR MEETING (Continued) – 7:49 p.m.

PROPOSED MINUTES OF REGULAR MEETING – FEBRUARY 1, 2018:

Proposed minutes reviewed by Board. Moved by Arlene to accept the minutes of February 1, 2018, Seconded by Jennings. All in favor, Motion carried.

Case No. ZC-04-18 VR – Application for a Variance Request

Mr. Scott Hopkins has a public hearing on March 20, 2018, before the Clinton County Zoning Board of Appeals. He is requesting a 13 foot variance to the front yard setback. The home is proposed to be located 37 feet from the Taft Road right-of-way, where 50 foot is the ordinance standard.

Moved by Arlene we recommend to the Zoning Board of Appeals that we support Scott Hopkins request for a variance, Seconded by Nancy. All in favor, Motion carried.

TREASURER’S REPORT:

Ovid Township 2017 tax recap is as follows: Admin Fees, \$20,038.93; Allocated Tax, \$66,672.30; Emergency Services, \$150,020.03; SET Parcel Fee, \$3,090.00; for a total of \$89,801.23 for our portion.

Nancy stated we still have \$86,000 out in Delinquent Taxes, which have been sent to the County Treasurer.

Due to the absence of the Treasurer at the January meeting, as of January 31, 2018, the account balances were as follows: Delinquent Property Tax account balance was \$139.92; Tax account bank balance was \$35,978.30; Tax Disbursement account was \$48,806.70; General Fund bank balance was \$410,598.51.

As of January 25, 2018, Mercantile Bank Emergency Services Account balance was \$134,726.80.

As of February 28, 2018, the account balances are as follows: Delinquent Property Tax account balance was \$138.72; Tax account bank balance was \$342,937.40; Tax Disbursement account was \$111,707.88; General Fund bank balance was \$399,357.44.

As of February 28, 2018, Mercantile Bank Emergency Services Account balance was \$145,226.68.

Treasurer’s report submitted, subject to audit.

Nancy received an email from Tina Ward on Monday, March 5, 2018, saying Ovid Township is settled with the County upon receipt of the final disbursement to the County in the amount of \$18,239.98. Total disbursed for the year was \$2,052,782.03. The other disbursement checks are printed and ready to be sent out. Nancy commented she would like to do away with the Disbursement account since we have the Tax account.

AMEND & APPROVE THE BUDGET:

Clerk stated we need to make adjustments to the budget as shown on the Agenda. Moved by Arlene to approve amendments to the Budget as itemized by the Clerk, Seconded by Jennings, Move a total of \$2,240.00 from unallocated funds to the following: Data Processing, GL #101-228-805 (\$1750); Street Lighting, GL #101-450-920 (\$360); Board of Review (Other Expenses), GL #101-247-740 (\$130). All in favor, Motion carried.

CLERK'S REPORT & BUDGET/EXPENDITURE REPORT - FOR APPROVAL:

Claudia's Check Disbursement Report, Check numbers 10085-10099 and check numbers 10121-10128 totaling \$16,283.31, reviewed by the Board. Moved by Arlene to accept the Clerk's report and approve payment of the checks listed, Seconded by Jennings. All in favor, Motion carried.

REPORTS:

Assessor Diane Dowler – Diane stated the Board of Review Organizational meeting went well. Appeals will be heard March 14 and 16.

Library – Nancy submitted the meeting minutes from December 6, 2017, and January 10, 2018; Librarian's Reports of January 10, 2018, and February 7, 2018, and the monthly expense trackers.

Susan Swan is continuing to do the Treasurer duties. Nancy stated, in her absence, she was elected Vice-President.

OMESA – Trustee Jennings said the tanker finally came. The cell tower lease has been sold and all documents signed.

CAASA: Supervisor Palen reported \$96,000 was borrowed for refitting one of the ambulances. There are usually two crews out. There are three ambulances, so two need to be in good working condition. He stated there has been a lot of trouble with the new chasis; not reliable. The second ambulance has been down 55 times in the last year. They hope to get the third ambulance rehabbed.

NEW BUSINESS:

Addendum to Township of Ovid Investment Policy – PA 20:

Nancy discussed investing in Michigan Class. Nancy and Claudia had a conference call with Kristin Angel regarding Michigan Class. In order to participate we have to include PA 20 as part of Ovid Township's Investment Policy. Nancy explained interest is liquid and compounded daily. There is no timeframe involved. Money can be taken out whenever you want with no costs involved. Funds can be accessed by wire or ACH. It is administered by a Board of Trustees. It is not insured by FDIC because investment pools cannot be insured by FDIC. As of March 7, there are approximately 450 active municipalities involved with a holding of \$1,420,609,526.25. Nancy checked with Clinton County Treasurer, Tina Ward, and they invest in Michigan Class. Currently they are paying 1.61 percent, compared to the .17 percent annual rate we currently get. Nancy also commented we could put the OMESA money in there and earn interest.

Moved by Arlene that we approve the Addendum to Ovid Township's Investment Policy and have Nancy proceed with investing in Michigan Class for Ovid Township, Seconded by Jennings. All in favor, Motion carried.

Ovid-Elsie Youth Program:

Supervisor Palen stated there seems to be two money collections for Parks and Recreation. The Board discussed the O-E Youth Sponsorship and what is covered in their contract, which is assisting in field maintenance, umpire fees, concession stand costs, new ball equipment and league fees. They also have a Facebook page.

Moved by Jennings that we sign the OEYBS document and write a check for \$300 to support the Ovid-Elsie youth, Seconded by Nancy. All in favor, Motion carried.

UNFINISHED BUSINESS:

None.

Public Comments:

None.

Board Comments:

None.

Adjournment: Meeting adjourned at 9:16 p.m.

Respectfully submitted,

Claudia Barrett Pluger, Clerk

Gregory C. Palen, Supervisor