



OID TOWNSHIP ADMINISTRATIVE OFFICES

APPROVED

1015 Baese Court, P.O. Box 136
Ovid, Michigan 48866
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SUPERVISOR: Gregory C. Palen
CLERK: Claudia Barrett Pluger
TREASURER: Nancy J. Hughson

TRUSTEES: Arlene Pesik
Jennings West

PROPOSED MINUTES OF OVID TOWNSHIP MEETING - NOVEMBER 22, 2019

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

MEMBERS PRESENT:

Supervisor Gregory Palen, Clerk Claudia Barrett Pluger, Treasurer Nancy J. Hughson, Trustee Arlene Pesik

ABSENT:

Trustee Jennings West

ALSO PRESENT:

Robert Meredith, Mark Holley

AGENDA:

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

PROPOSED REGULAR MEETING MINUTES OF OCTOBER 10, 2019:

Moved by Nancy that we approve the minutes of October 10, 2019, as printed, Seconded by Arlene. All in favor, Motion carried.

PROPOSED SPECIAL MEETING MINUTES OF SEPTEMBER 27, 2019:

Moved by Arlene that we approve the September 27, 2019, special meeting minutes, as presented, Seconded by Nancy. All in favor, Motion carried.

PROPOSED REGULAR MEETING MINUTES OF SEPTEMBER 12, 2019:

Moved by Arlene that we approve the minutes of September 12, 2019, as printed, Seconded by Nancy. All in favor, Motion carried.

TREASURER'S REPORT:

October, 2019, the following are the bank balances, along with the supporting bank statements and Michigan Class statements. Also included are Bank Reconciliations for the Tax fund, Michigan Class EMS fund, Delinquent Property Tax account, and Michigan Class General Fund.

Huntington Bank Account balances:

General Fund bank balance is \$91,784.85

Tax account bank balance is \$3,877.98

Delinquent Property Tax account balance is \$129.84

Payroll Account - \$9,527.85

Michigan Class investment account balances:

General Fund is \$219,152.93

Tax Account is zero

Emergency Services is \$46,355.77

Mercantile Bank Emergency Services Account is \$13,149.68

Nancy said taxes are all printed and ready to go out.

Moved by Supervisor Palen that we accept the Treasurer's report, bank statements and reconciliations the Board has reviewed, and place these on file subject to audit, Seconded by Claudia. All in favor, Motion carried.

AMEND & APPROVE BUDGET:

Clerk stated we need to make one budget adjustment for mowing.

Moved by Supervisor Palen that we move \$1,315 from unallocated funds to GL # 101-265-804, Mowing, Seconded by Claudia. All in favor, Motion carried.

CLERK/BILLS - FOR APPROVAL:

Claudia presented the Check Disbursement Reports for approval –

Huntington Bank - October - Check number 10494, Payroll Check numbers 109-115, and payroll taxes (EFT), totaling \$6,518.06; Mercantile Bank, Emergency Services, Check number 1023 totaling \$39.64.

Huntington Bank - November - Check numbers 10495-10499, 10500-10525 and 10681, Payroll Check numbers 116-121, and payroll taxes (EFT), totaling \$166,199.15;

Mercantile Bank, Emergency Services, Check number 1024 totaling \$39.65.

Nancy questioned if there was another EFT since our meeting was later. Discussion.

Moved by Arlene that we accept the Clerk's reports of October and November, as stated,

authorizing payment of all checks, with the addition of the EFT for payroll taxes of \$1,027.60, from Huntington Bank, for a total of \$173,744.81 for October and November, and Mercantile Bank for a total of \$79.29 for October and November, Seconded by Nancy. All in favor, Motion carried.

Clinton County Road Commission was very pleased with Ovid Township for doing all the road work they suggested.

NEW BUSINESS:

Ed Tyler & Tony Burkhead, Spark The O -

Supervisor Palen commented that Mr. Tyler was not able to be at our meeting. He also commented he must be working with someone now. We assume it is someone from WOAP Radio where he is now working.

Board discussion regarding the contract that was presented to us, and the fact that Mr. Tyler has been behind for at least six months on our website, which he also stated in the contract that he owes Ovid Township, it was decided to table this until our next meeting when he can be here to answer questions. Supervisor Palen also commented it would be good to have our contract in sync with our fiscal year.

At-Will Employment Agreement - Assessor Mark Holley / Ovid Township -

Document reviewed and discussed by the Board and Assessor Holley.

Moved by Claudia that we approve and execute the At-Will Employment Agreement with Mark Holley for Assessor services, commencing October 1, 2019, and be in effect until September 30, 2020, Seconded by Arlene. All in favor, Motion carried.

Resolution No. 2019-06 - Resolution to Establish Ovid Township Assessor's Salary -

Moved by Claudia that we adopt Resolution No. 2019-06, Assessor's yearly salary for \$15,700, Seconded by Arlene.

Roll call vote was as follows:

Trustee Arlene Pesik, "Yes."

Treasurer Nancy J. Hughson, "Yes."

Clerk Claudia Barrett Pluger, "Yes."

Supervisor Gregory C. Palen, "Yes."

Absent: Trustee Jennings West.

All in favor, Motion carried.

Supervisor Palen declared Resolution Adopted.

Updated Property Exemption Policy & Procedures -

Assessor Holley explained this policy. This policy does not include Veterans.

Moved by Claudia to adopt the revised Property Exemption Policy and Procedures for Ovid Township, dated October 2019, Seconded by Arlene. All in favor, Motion carried.

Resolution No. 2019-07 - March 2020 Board of Review Alternative Starting Date -
Moved by Supervisor Palen that we adopt Resolution No. 2019-07 changing the March 2020 Board of Review starting date to the second Wednesday of March, which would be March 11, 2020, Seconded by Arlene.

Roll call vote was as follows:

Trustee Arlene Pesik, "Yes."

Treasurer Nancy J. Hughson, "Yes."

Clerk Claudia Barrett Pluger, "Yes."

Supervisor Gregory C. Palen, "Yes."

Absent: Trustee Jennings West.

All in favor, Motion carried.

Supervisor Palen declared Resolution Adopted.

Treasurer - PRE Denial Document -

Nancy signed the PRE Denial Document regarding taxes and fees.

Resolution No. 2019-08 - Poverty Exemption Guidelines -

Moved by Claudia to adopt Resolution No. 2019-08, Ovid Township Poverty Exemption Guidelines, Seconded by Arlene.

Roll call vote was as follows:

Trustee Arlene Pesik, "Yes."

Treasurer Nancy J. Hughson, "Yes."

Clerk Claudia Barrett Pluger, "Yes."

Supervisor Gregory C. Palen, "Yes."

Absent: Trustee Jennings West.

All in favor, Motion carried.

Supervisor Palen declared Resolution Adopted.

UNFINISHED BUSINESS:

Discussion with Bob Meredith regarding the dog complaint. Supervisor Palen will talk to Animal Control and the neighbors. Bob commented the junk cars are still in the same place that he talked to us about before. Supervisor Palen will check into that.

PUBLIC COMMENTS:

None.

Reports:

Assessor Mark Holley - Mark commented he and Jennings went out on the road together doing some field inspections. They visited around 65 properties. There was one house on the wrong parcel. Luckily, the owner owns both parcels. There won't be a December Board of Review meeting. There is no business to conduct.

Supervisor Palen commented we need to create a new Land Division document.

Library - Nancy submitted minutes from the October 8, 2019, meeting along with the expense trackers, and Librarian's Report of November 5, 2019.

OMESA - The new flag pole is up at the fire station in honor of Larry Martin. They dedicated it on Veterans Day.

CAASA - The community paramedics service has been temporarily suspended.

BOARD COMMENTS:

The water testing was done. Everything was fine. The test showed we have hard water. Discussion regarding the water softener. It was decided to get some salt and plug the existing water softener back in.

Adjournment: Supervisor Palen adjourned the meeting at 8:41 p.m.

Claudia Barrett Pluger, Clerk