



OID TOWNSHIP

ADMINISTRATIVE OFFICES

1015 Baese Court, P.O. Box 136
Ovid, Michigan 48866
Ph: (989) 834-2838

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

TRUSTEES: Patricia Hibbard
Arlene Pesik

PROPOSED MINUTES OF OVID TOWNSHIP BOARD MEETING – July 8, 2021

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

MEMBERS PRESENT:

Clerk Claudia Barrett Pluger, Treasurer Nancy J. Hughson, Trustee Patricia Hibbard and Trustee Arlene Pesik

ABSENT:

Supervisor Debbie Shaughnessy

ALSO PRESENT:

Jennings West, Deputy Zachary Smith, Deputy Cannon Stehlik, Mark Holley, Karen Anderson – Meridian Weekly

APPOINTMENT OF MEETING MODERATOR:

Clerk Claudia commented at this time we need to appoint someone to be the meeting moderator.

Moved by Trustee Arlene that we appoint the Clerk as the meeting moderator, Seconded by Trustee Pat. All in favor, Motion carried.

AGENDA:

Moved by Trustee Arlene that we accept the Agenda as written, Seconded by Treasurer Nancy. All in favor, Motion carried.

PROPOSED MINUTES FROM JUNE 10, 2021, BOARD MEETING:

Moved by Trustee Pat to accept the June 10, 2021, minutes as written,

Seconded by Trustee Arlene. All in favor, Motion carried.

PROPOSED MINUTES FROM JUNE 25, 2021, SPECIAL BOARD MEETING:

Moved by Trustee Pat to approve the June 25, 2021, Special Board Meeting minutes as written, Seconded by Trustee Arlene. All in favor, Motion carried.

TREASURER'S REPORT:

Treasurer Nancy supplied the Board with the June 2021 General Fund income received statement, the bank balances, along with the supporting bank statements and Michigan Class Statements as of June 30, 2021, as well as the corresponding bank reconciliations for each month's bank statement.

Huntington Bank Account Balances:

General Fund bank balance is \$255,047.62.

Delinquent Property Tax account balance is \$139.59.

Payroll account balance is \$4,146.03.

Michigan Class Investment account balances:

General Fund balance is \$132,567.66.

Tax Account balance is \$0.00.

Emergency Services account balance is \$36,790.80.

Mercantile Bank Emergency Services account is \$86,819.04.

Journey Federal Credit Union Balances:

Cemetery account balance is \$19,864.35.

Tax account balance is \$1,008.60.

Treasurer Nancy commented we started collecting taxes on July 1st. We've received around \$50,000 so far. We had to transfer from General Fund to the OMESA fund the prepaid delinquent property tax we received from the County of \$11,647.83.

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

CLERK/BILLS – FOR APPROVAL:

Clerk Claudia supplied the Board with the Revenue and Expenditure Report ending June 30, 2021, and the Check Disbursement Report for approval from the following banks:

Huntington Bank – Payroll Check Number 294 was voided by St. Johns Business and Tax Service. Payroll Check Numbers 295-303, Regular Check Numbers 10923-10937 and EFTs, 941 and State of Michigan, for approval.

Mercantile Bank Emergency Services – Check Numbers 1047, 1051 and 1052.

Journey Federal Credit Union/Cemetery – Check Number 1005.

The total of all three bank accounts for approval is \$52,393.40.

The Invoice we received from Clinton Area Ambulance Service Authority was lower, per the 2020 Census, than what we originally budgeted for them.

Clerk Claudia commented one renter we didn't write a check returning the deposit due to dirty chairs and something red spilled on them. The next renter had to wash a lot of chairs before they could be used. Nancy found more chairs with the red on them, and washed those. There was red on the wall too. The Rental Agreement states there's a \$50 charge for dark-colored beverages on premises. The kitchen floor was sticky. The cleaning person said she thought there were new stains on the carpet.

Board discussion regarding amount to be withheld from the renter's deposit.

Moved by Treasurer Nancy that we withhold \$100 from the renter's deposit of \$250, Seconded by Trustee Pat. All in favor, Motion carried.

Clerk Claudia asked for a motion to pay all the invoices listed.

Moved by Trustee Pat to approve the Clerk's check disbursement report for payment of all bills, Seconded by Treasurer Nancy. All in favor, Motion carried.

NEW BUSINESS:

ARP Allocation – Steven R. Kirinovic, CPA, Maner Costerisan:

The Michigan Department of Treasury has finalized the necessary forms and guidance to assist non-entitlement units eligible for American Rescue Plan (ARP) funding. Our Auditor, Steve Kirinovic, can help us in filling out the necessary paperwork to request these funds for our Township. They have to be filed by July 27. We would like to have them help so we get everything filed properly.

Moved by Treasurer Nancy that we ask Steve Kirinovic from Maner Costerisan to file all the documents for Ovid Township for the ARP Funding, Seconded by Trustee Pat.

All in favor, Motion carried.

Hart Election Equipment Service and Maintenance Renewal Offer – Years 6-10:

Clerk Claudia supplied the Board with a proposal from Hart InterCivic regarding our Election equipment service and maintenance renewal. Hart has two options we can choose from for years 6 through 10, which would start in 2023 or 2024.

Option 1 is a Contracted Rate, and Option 2 is an Advanced Payment Discount, for our renewal for years 6 through 10, which would start in 2023 or 2024. Option 2 would be a savings of \$402. If we choose this option, it's a 10 percent discount, and would have to be paid in full before the start date of year five. Board discussion.

Moved by Trustee Pat that we sign the Hart InterCivic document for Option 2, with a savings of \$402, Seconded by Clerk Claudia. All in favor, Motion carried.

July 5, 2021, Supervisor's Resignation Letter:

Clerk Claudia read the Supervisor's Resignation letter, which stated:

"July 5, 2021

Dear Ovid Township Board members,

Due to personal health and other concerns, I am resigning as Ovid Township Supervisor, effective immediately.

It was an honor to serve the people of Ovid Township and I wish you all the best.

Sincerely,

Deb Shaughnessy"

Clerk Claudia commented Deb came in earlier this week because we needed a signed document to accept the resignation. It was a nice visit. She was asked if she would reconsider.

Moved by Trustee Arlene that we accept the resignation letter from Deb Shaughnessy, Seconded by Trustee Pat.

Roll call vote was as follows:

Trustee Patricia Hibbard – Yes

Trustee Arlene Pesik – Yes

Treasurer Nancy Hughson – Yes

Clerk Claudia Barrett Pluger – Yes

All in favor, Motion carried.

Clerk Claudia supplied everyone with MTA documents on filling township board vacancies. We have 45 days from this meeting to appoint a new supervisor, which takes us to August 21. Board discussion how we want to proceed in appointing someone for the supervisor vacancy.

Moved by Trustee Pat that Claudia put an ad in the Meridian Weekly for the Township supervisor position, and list the Statutory requirements, Seconded by Trustee Arlene.

All in favor, Motion carried.

UNFINISHED/UPDATED BUSINESS:

No unfinished or updated business.

REPORTS:

Deputy Zachary Smith:

Deputy Smith said it was good to be back with us after this year-and-a-half of COVID. He stated they are finally getting back to normal in the Sheriff's Office. They don't have to wear masks anymore. He introduced Deputy Cannon Stehlik, who is a new hire from our area. He is in the field training officer program now with Deputy Smith. There hasn't been anything noteworthy going on in Ovid Township, no breaking and enterings or anything. He commented this is a good Township to live in.

Assessor Mark Holley:

Assessor Mark stated Kam is sorry he couldn't be with us, but he is on his way to the birth of his second grandson.

Assessor Mark commented the assessor works directly underneath the supervisor, and since we don't have a supervisor right now, we need to do a Resolution allowing him to sign the minutes of the July Board of Review, which is July 16.

He stated there is one resident that failed to file their PRE in a timely manner, so now they want to do that so they can get the reduction in taxes. At this time, this is the only thing before the Board of Review. By Statute, this will go into effect the following Tuesday after BOR.

Resolution Number 2021-10, Resolution to Allow Assessor Mark W. Holley to Sign the July 16, 2021, Board of Review Minutes:

Moved by Clerk Claudia that being the Supervisor position will be vacant, we approve Resolution Number 2021-10 allowing Assessor Mark Holley to sign the July 16, 2021, Board of Review Minutes, Seconded by Treasurer Nancy.

Roll call vote was as follows:

Trustee Patricia Hibbard – Yes

Trustee Arlene Pesik – Yes

Treasurer Nancy Hughson – Yes

Clerk Claudia Barrett Pluger – Yes

All in favor, Motion carried.

Resolution Adopted.

Assessor Mark commented the County Ag Study is progressing quickly. He expects to be done within the next week. He is planning to finish Ovid Township after the Ag Study is completed. The reappraisal of Sections 24 through 36, field inspection, will begin probably the first week of August. Mark commented his assistant is already

going through all the Land Divisions to make sure those are correct. These sections should be done sometime in October. We'll be ready for the audit next spring.

Mark mentioned, probably for the first time in the State's history, next year we're going to see a five percent (5%) increase in taxable values. The way the taxable values work in Michigan is it goes up by the inflation rate or seven percent (7%), whichever is less. Last month's inflation rate was seven percent (7%). That's anticipated. We won't know until November. There will be a big jump in SEVs, for residential class. That's happening all over central Michigan; expect a 20 and 30 percent increase. Building costs have gone up a minimum of 40 percent since the beginning of the year, and they continue to go up.

Library - Treasurer Nancy Hughson:

Treasurer Nancy supplied the Board with the Library Board Meeting minutes of May 12, 2021 and a May 2021 Librarian's Report. Also in our packets are the May 2021 statistics and June 2021 expense trackers for our review.

Nancy stated they had a meeting on June 9 meeting, and a budget meeting. Everything looks good with the budget. They hired a student to help out in the Library. They are going to hire an adult too, but they haven't put the help wanted signs up yet. Sharry will be off through the end of August. The new roof is done with new insulation. Hopefully that will take care of the ice problems.

OMESA - Treasurer Nancy Hughson:

Treasurer Nancy said they voted to pay off the Fire Hall, which has been done. Our Treasurer, Tim Zwick, passed away, so they will have to appoint a new treasurer. The lights on M-21 for the Fire Hall are working. The electrician got everything fixed, so when the fire trucks go out, the lights should come on once they hit the button.

CAASA -

Clerk Claudia said the next CAASA meeting is August 19.

***Public Comments:**

None.

Board Comments:

Trustee Arlene asked if we checked for roof damage. Treasurer Nancy talked to Jon Johnson from Burnham and Flower Insurance Group, and he sent an Incident Form for us to fill out, which has been done. The adjuster will be contacting us. We don't know if we have damage, but since the Fire Hall did, we may have some. We should know by next month's meeting hopefully.

Adjournment:

Moved by Trustee Pat that we adjourn the meeting, Seconded by Treasurer Nancy.
All in favor, Motion carried.

Meeting adjourned at 7:39 p.m.

Claudia Barrett Pluger, Clerk