



OVID TOWNSHIP

ADMINISTRATIVE OFFICES

1015 Baese Court, P.O. Box 136
Ovid, Michigan 48866
Tx: (989) 834-2838
Fax: (989) 834-2710

APPROVED

SUPERVISOR: Gregory C. Palen
CLERK: Claudia Barrett Pluger
TREASURER: Nancy J. Hughson

TRUSTEES: Arlene Pesik
Jennings West

Approved MINUTES OF OVID TOWNSHIP MEETING - JULY 6, 2017

The 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, Kam Washburn, Maurice & Sandy Woodworth, Ray Vitek, Robert Meredith, Rita West, Augie Arnett, Ed Tyler, Shane Applebee

AGENDA:

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

PROPOSED MINUTES OF JUNE 1, 2017:

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

TREASURER'S REPORT:

Nancy's reports and bank statements from Huntington Bank reviewed by Board. All accounts balanced as of July 5, 2017.

Moved by Arlene to approve the Treasurer's report as printed, Seconded by Claudia. All in favor, Motion carried.

The last page in the Treasurer's report is the breakdown of what was paid to OMESA from January through April, which came to a total of \$205,266.40. The statement that Tina Ward had for the settlement report was \$199,616.15. Nancy thought we had overpaid. However, the delinquent taxes were not included in this. There were delinquent prepaid taxes of \$13,935.93, so we would subtract the \$8,650.25 that she thought we overpaid, and that comes to \$5,285.68, which is exactly what Tim Zwick had come up with that we owe. Supervisor Palen inquired if we were dispersing that to them now. The Clerk

said, "yes." Supervisor Palen commented he was glad it was finally worked through, and when delinquent taxes were mentioned, then it made sense that we would know where to look.

CLERK/BILLS - FOR APPROVAL:

Check Numbers 9940-9965 and check numbers 10135-10143, totaling \$35,625.63.

We paid the State of Michigan \$558.01 for Payroll expenses. We didn't owe anything to the IRS, Form 941. There are two checks to Michigan Milk Producers Association, one is the Hall rental deposit return. The other one is for \$600, which was for the rental. The Clerk suggested we return the \$600 since they were not able to use the Hall after all. They plan to in the future. Also, there is a check for the Deputy Treasurer, which was paid according to Supervisor Palen's instructions at the June meeting, \$5 per person for collecting taxes at Michigan Livestock instead of the hourly rate set by the Salary Schedule. That was the holdup and confusion on the check.

Moved by Nancy to approve the disbursement of the checks as written, Seconded by Arlene. All in favor, Motion carried.

Our Hall insurance will be coming due on August 1st, so we will have to pay that before the next Board meeting. We haven't received the invoice yet with the amount due.

Mark Pluger said if we bought a gallon of Barrier year-long vegetation killer he would come and spray the certain areas around the parking lot at no charge.

Moved by Claudia that we preauthorize Nancy and Claudia under the budget line item to meet the insurance payment due date, and to get a gallon of vegetation killer to keep the parking and sidewalks free of damaging weeds, Seconded by Arlene. All in favor, Motion carried.

Charlie Green - Dale Carnegie classes continuous use contract:

Supervisor Palen commented he and Charlie have exchanged emails, but did not find a time to get together. According to Charlie's email, Mr. Zeller is still offering \$50 per meeting. Supervisor Palen is in favor of a different rate for multiple uses, but it needs to apply to everyone. We need to come up with a different rate, according to Supervisor Palen, and determine the minimum number of days to qualify for that rate. We have a month to arrive at the amount, and if they are willing to do what we want them to.

The Clerk commented she thought they were working on a contract to present to us at this Board meeting. Supervisor Palen commented something would have to be prepared that we could review in August. Trustee Arlene commented she went over to the Dale Carnegie offices in East Lansing and talked to Mr. Zeller instead of having a middle man. Mr. Zeller expressed to her they would be willing to pay \$100 per meeting. They pay \$125 to the hotel over there. Arlene went through the Carnegie classes years ago when she worked for General Motors.

Supervisor Palen commented he could draw a contract up, and wondered if it would be appropriate for us to suggest what we would like included in there in terms of cleaning, security deposit, et cetera, and then there might be other organizations who would use it in the same way.

GoPositive:

Supervisor Palen commented GoPositive doesn't meet again until the fall. This would be kept separate from Dale Carnegie. He suggested to do a "pass the hat" type of thing and establish a rate of \$75 per month with a one-time deposit. Trustee Pesik commented that we can't do it for free. Our taxpayers don't get it for free. Supervisor Palen said you'll never make a profit renting out a Township Hall, but if it helps maintain it, that's a benefit for all the taxpayers.

PUBLIC COMMENTS:

Robert Meredith inquired if someone had a question should they approach one Board member at a time or would they need to come to a Board meeting with their questions. What is the policy? Supervisor Palen commented he gets questions quite often by phone or email that he answers, and that the Clerk and Treasurer can answer questions too. We've divided responsibilities beyond the Clerk and Treasurer. Arlene is in charge of the Hall and grounds and maintenance. Jennings is in charge of OMESA. Supervisor Palen commented he and Jennings are both on the OMESA Board. Jamie Perrien, Supervisor Palen's Deputy, covers the CAASA (ambulance) meetings when he is gone. If it has to do with roads, Supervisor Palen commented he and Jamie handle the Road Commission. Arlene and Jennings have also sat in on the annual meetings when the Road Commission suggests to us what our costs are going to be for the year.

Supervisor Palen also commented that there are some things that are covered by ordinances, and that he would like us to review all our ordinances in the Fall. There are ordinances older than we are.

Mr. Meredith inquired if our Township had a Blight Ordinance or is it county-wide? Supervisor Palen commented all the townships in Clinton County, to his knowledge, are basically under the County Zoning Ordinance. Doug Riley from the County goes to the different properties if there is a complaint.

Ed Tyler, Spark of Marketing, commented he is looking into revamping our website and creating and attaching a Facebook page or something of that source. He would like our Board to give him feedback in what we would like to do going forward. Supervisor Palen suggested we all go on the website and go through it and see what we would suggest.

REPORTS:

ASSESSOR - Diane Dowler reported the tax bills are out. Board of Review will be meeting July 18 at 10 a.m. There are two items, so it will be a short meeting. Supervisor Palen explained the Board of Review process.

COUNTY COMMISSIONER -

Kam Washburn reported they received their Financial Audit. Clinton County is in excellent financial condition. You hear a lot about pension liabilities and OPEB liabilities from municipalities. In Clinton County, for all practical purposes, we are covered on our

pension liability. It depends exactly what the fund is doing. We are in that 95 to 98 percentile of having our long-term pension liability funded. Past commissioners and administration have stuck to their guns to keep that funded. A lot of other municipalities are in really bad shape even to the point where the Governor has set up a special task force to try to find resolution for some of these. On the other side, OPEB, that's Other Post Employment Benefits, basically healthcare for retirees, we are over a hundred percent funded right now. This is something for the residents of Clinton County to be proud of.

The State, a couple years ago got a – it actually came from a Supreme Court ruling on how we handle our indigent defense cases. Those cases are all handled in county courts. The Governor set up a task force, and we now have some mandates that we have to meet for our indigent defense counsel and the way we handle that in our Court system. A lot of the recommendations the County is already doing. For instance, in some Courts, if you have a Court-appointed attorney, the attorneys don't show up until the hearing date for the person, and then they are not even provided a private room to meet that person in. They would have to meet them in the hall or whatever. Clinton County has been providing a private room for years. Another situation is how the attorneys are appointed and who appoints them and are they qualified to defend that person for whatever type of crime that is. Those are going to be looked at a lot differently. In the past in almost every county court the Judges have been doing that. The County is working on having an independent person appointing those attorneys. The attorneys will have to provide information that they are specialized in that part of the law to be able to handle those cases for those clients. This is going to cost a little. It's one of those unfunded mandates from the State. The State says they are going to refund us for it.

The County voted last month on buying all new voting machines. A lot of that will be funded by a State Grant. Part of it will be funded by the County. This will start in 2018.

The County spent some money and had an architect look at Smith Hall. This has been an ongoing discussion for a long time on what to do with Smith Hall to make it more usable, more user friendly. It was talked about at the Commission level last year. Kam asked for a study to be done of how much usage Smith Hall still gets, and it gets a lot more usage than any Commissioner ever thought. There are a lot of meetings still held there. One of the things that changed things for Smith Hall was when Troy Bancroft built his building, AgroLiquid. A lot of the bigger meetings have moved out there. It costs more. A lot of the nonprofits still use Smith Hall. When the architect came back with their recommendations, it was a significant amount of money. There is now a Building Committee to see what we want to spend money on or does it need to be bulldozed or does it need to be left alone, or do we need a building that big. The Fair Board has some other renovations in some other buildings they'd like to see get done. The County does use the kitchen in Smith Hall as a backup for the kitchen at the jail. Occasionally there's a problem, and they have to use that kitchen and transport the meals back to the jail, so there does have to be a backup for that.

OMESA - Trustee Jennings reported the Audit has been done. The pumper is going to be here the end of July. The money owed to OMESA from Ovid Township is \$5,285.68, which a check has been written. The Board is going to look into purchasing a computer for Tim Zwick that has only the OMESA information on it, not his personal computer. Tim will be checking into I.T. Right for their daily backup. They are still working on the design of the six-bay building.

Library - Nancy presented the May Board Meeting minutes. The June meeting was after our Board Meeting. Also attached to the minutes is the 2017-18 adopted Budget, as well as the tracker and the May expenses. The new Budget is \$156,200, which is about 3,000 up from last year.

Supervisor Palen commented the Library District matches the OMESA District, Ovid Township, Middlebury Township and the City of Ovid. Three-quarters of a mill generates \$100,000 a year for the Library operation. Penal fines keep going down.

Parks & Rec - Trustee Arlene commented Rodney Palatka is going to come and speak about how many kids are involved. Deb Price wanted that done.

CAASA - Supervisor Palen commented we've been a member since January. We are one of 11 municipalities in Clinton Area Ambulance Service.

NEW BUSINESS:

Audit Response Letter:

Nancy reported that we needed to draft this audit response letter in order for the Bonding for the County to cover us. Steve Kirinovic took it upon himself to do one for us. He said he did one for our Township back in 2010. It covers everything. It says material journal entries will be covered because of BS&A, and the division of duties is being covered relatively the same way. We need to work on getting a capital asset management policy, and a conflict of interest policy in place. Basically, a lot of the problems that were addressed will be taken care of with BS&A, its checks and balances.

Supervisor Palen commented we need to catch up with line item budget review.

Shane Applebee/Applebee's Petition for a Change of Zone/Map Amendment:

Shane commented he is going to be moving his propane storage facility from in town at MMPA, and has made a purchase, through the Credit Union, to move the storage tanks. It has to be rezoned to meet the County's requirements for storage tanks, from commercial to light industrial, L2. Shane commented one of the things they have come up against is the road. From M-21 to the property is Class A, whether it's Class A or not. The Road Commission is recommending not to approve the rezoning. One of the issues, Shane commented, is there is going to be a fire station right next to them with trucks heavier than theirs. Their trucks loaded only weigh about 10,000 pounds – just due to the weight of propane versus the weight of water, where the fire truck is much more. He is requesting the Board approve them. The issue is the road, using the fire trucks and Applebee's trucks. Applebee's would be using the road more during the winter months. The summer months

are pretty calm. They would have two 12,000 gallon storage tanks out here, so there would be delivery every other day between 12 and 16,000. Those will weigh approximately 40,000, 45,000, depending on which truck. They are asking the Board to consider the request and to look favorable on them so they can move out here. Their closing date on the property is September 7th, subject to zoning.

Supervisor Palen commented he wrote to Joe Pulver asking if Baese Court could be upgraded. He didn't feel Mr. Pulver answered or fully understood his question.

Supervisor Palen read the letter to us, which basically indicated Baese Court was not built to an industrial standard. It was intended for light traffic.

Shane commented he would be willing to put money towards the road to help get it done, but he can't fund it all.

Trustee Jennings commented that maybe Journey Federal Credit Union would help since they own the property and can't sell it, and they have a lot of traffic going through that road.

Supervisor Palen commented maybe the Township should perceive that as a road upgrade project and get assistance from Shane.

Ed Tyler commented maybe OMESA could help fund the road also since they are going to be out here.

Moved by Claudia that we let the County know Ovid Township supports the rezoning request of Shane Applebee/Applebee's Propane, Seconded by Arlene. All in favor, Motion carried.

UNFINISHED BUSINESS:

Hall Usage Contract:

Supervisor Palen commented he would draft something and meet with Charlie when he returned from his trip. He would like the Board's input too.

BOARD COMMENTS:

None.

Adjournment: Meeting adjourned at 9:08 p.m.

Respectfully submitted,

Claudia Barrett Pluger, Clerk

Gregory C. Palen, Supervisor