



**OVID TOWNSHIP  
ADMINISTRATIVE OFFICES**

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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 REGULAR MEETING - May 6, 2021**

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

**MEMBERS PRESENT:**

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

**ALSO PRESENT:**

Clinton County Planning, Zoning & Building – Doug Riley, Joel Haviland, Jessica Plesko, Jennings West, Kam Washburn, Steve Shaughnessy, Greg Palen, Jason – New Look Computer & Data, Mark Holley, Marshall Baker – Maximum Pride Lawn Care (left at 7:50 p.m.)

**AGENDA:**

Moved by Trustee Arlene that we approve the Agenda, Seconded by Trustee Pat. All in favor, Motion carried.

**PROPOSED MINUTES FROM APRIL 8, 2021, BOARD MEETING:**

Moved by Treasurer Nancy to approve the April 8, 2021, minutes, as written, Seconded by Trustee Arlene. All in favor, Motion carried.

**TREASURER'S REPORT:**

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

**Huntington Bank Account Balances:**

General Fund bank balance is \$251,331.93.

Delinquent Property Tax account balance is \$182.65.

Payroll account balance is \$3,372.80.

**Michigan Class Investment account balances:**

General Fund balance is \$132,559.20.

Tax Account balance is \$0.00.

Emergency Services account balance is \$ 36,788.30.

Mercantile Bank Emergency Services account is \$75,242.34.

**Journey Federal Credit Union Balances:**

Cemetery account balance is \$19,346.82.

Tax account balance is \$1,008.60.

Nancy commented also in our packets are the March reconciliations for the General Fund, Payroll Fund and Mercantile Emergency Services account that were not in previously because of the March year-end checks.

Moved by Trustee Pat that we approve 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 presented, for review, the Revenue and Expenditure Report ending April 30, 2021, and the Check Disbursement Report for approval from the following listed banks:

Huntington Bank – Payroll Check Numbers 279-285, Regular Check Numbers 10891-10906, 941 EFT and State of Michigan EFT.

Mercantile Bank Emergency Services – Check Number 1045 totaling \$44.05.

Journey Federal Credit Union/Cemetery – Check Number 1002 totaling \$245.

The total of all three bank accounts for approval is \$13,522.38

Clerk Claudia noted that Trustee Arlene wouldn't be getting a check because they paid her for two meetings, so her check was voided, Payroll Check Number 279.

St. Johns Business and Tax Service will write a new check with the correct amount.

Trustee Arlene commented that was fine. She could wait until next month.

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

## **NEW BUSINESS:**

### **Doug Riley, Community Development Director - Clinton County Planning, Zoning & Building:**

Mr. Doug Riley introduced himself, Joel Haviland and Jessica Plesko, the Planning and Permit Technician. Wendy Ward retired, and Jessica is serving that role now. Doug explained every five years, the County, by Statute, is required to update the Comprehensive Plan, which is about land use and future development around the County. Doug displayed the maps for Ovid Township and explained recommendations for zoning changes in our Township. There is a survey on the County's website in regard to the Comprehensive Plan.

Board discussion and public discussion, and questions were answered.

### **Joel Haviland, Building, Soil & Zoning Administrator - Clinton County Planning, Zoning & Building:**

Joel stated he and Jessica work on a lot of zoning enforcements. There are four cases right now that are before the Prosecutor for hearing. They are dealing with dangerous buildings that need to be demolished, farm houses converted into multi-apartment buildings, without permits. This spring there have been some nuisance animal complaints, particularly chickens going in neighbor's yards. Because of COVID, a lot of things were put on hold. Things are picking back up now.

### **Hall check after rentals:**

Supervisor Deb stated that Treasurer Nancy and Clerk Claudia check the hall after each rental to prepare for the next renter. It was suggested that Board Members alternate checking the hall. Board discussion. Clerk Claudia will furnish them a list of June rentals.

### **Resolution No. 2021-07, Resolution to apply for Par Plan Risk Reduction Grant:**

Treasurer Nancy advised that we need to apply for a Grant for a security system. Par Plan will grant \$2500, which we would match. We will obtain bids for the amount to apply for. Board discussion.

Moved by Clerk Claudia that we approve Resolution No. 2021-07, Resolution to apply for a Par Plan Grant for a video security system. Seconded by Treasurer Nancy.

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 is Adopted.

**MTA Online Learning Subscription:**

Supervisor Deb stated she is interested in taking some MTA online classes.

Board discussion. Treasurer Nancy suggested we wait for face-to-face classes.

Supervisor Deb will obtain a list of the classes and cost.

**UNFINISHED/UPDATED BUSINESS:**

**New Look Computer & Data – Website:**

Supervisor Deb commented on the website. Clerk Claudia has the past documents on a flash drive. Jason from New Look Computer & Data said it would take about two weeks to build the website. There are several ways to build a website.

**Wix** has become very popular because it converts to a mobile-friendly site.

Once the website is constructed how we want it, we will decide whether to edit it ourselves or have Jason continue. The fee for training us is \$75 per hour.

Clerk Claudia advised that the domain is paid through November, 2022.

Moved by Supervisor Deb to approve the bid of New Look Computer and Data for \$1,200 to create website, \$200 annual cost to host and domain, and \$75

per hour training, Seconded by Trustee Arlene. All in favor, Motion carried.

Jason will send a sample website policy.

**Roof Update – Treasurer Nancy:**

Treasurer Nancy was going to contact Susan Schaefer, a former Deputy Supervisor, to go over details. Supervisor Deb offered to contact her. Clerk Claudia will furnish Deb with documents to check into this.

**REPORTS:**

**Clinton County Commissioner – Kam Washburn:**

Kam reported the Governor appointed a new Circuit Court Judge for Clinton County, Judge Cori Barkman. She was an Assistant Attorney General, and worked with the State Corrections System. Judge Schlegel was elected this past year, so there are two new judges.

The 911 upgrade that was voted in just before COVID hit is on schedule and budget. Christine Collom, the 911 Director, has accomplished so much despite the virus issues.

The Commissioners approved use of the fairgrounds for the 4-H Fair, with

Health Department guidelines. Smith Hall will not be used for the Fair, as it is still being used for jury selection; and Fridays used by the Health Department for a vaccination clinic. The Commissioners also voted to open Motz Park again. The playground and the Pavilion will be open for rentals this year.

The Commissioners implement a new local State of Emergency each month. This allows local municipalities to continue to meet virtually as long as they comply with the Open Meetings Act.

A new CEO has been hired for Capital Region International Airport, Nicole Noll-Williams. She was the Mid-Michigan Regional Director for U.S. Senator Gary Peters.

Clinton County Economic Alliance changed their name to Clinton County Catalyst. Mike Bishop is the Chairman, Dru Mitchell, CEO.

Commissioner Kam spoke at the April meeting to give a County update. He was advised by Dave North, the General Manager of the cheese plant, that they needed 304 people to work at the cheese plant, and they have hired 297 people.

Clinton County will receive over 15 million dollars from the American Rescue Plan. Officials are waiting for guidance on how the funds can be spent.

The Health Department was going to have a mobile clinic at Ovid Township, It was cancelled when the Johnson & Johnson vaccine was dropped. They would like to set those up again possibly. Board discussion regarding setting this up. Moved by Clerk Claudia that we allow the Mid-Michigan Health Department to use the Ovid Township parking lot for a mobile clinic for the COVID vaccines, on a weekday, Seconded by Trustee Pat. All in favor, Motion carried.

**Assessor Mark Holley:**

Clinton County has unlocked the property assessment information. Assessor Mark was able to process all the land splits we had.

The County is starting the Ag Study very early this year. Mark won't be visiting Ovid Township residents for our study until late summer or fall. He is planning to complete the last two tiers of Sections in our Township this year. We want to have 100 percent of the properties visited before the audit next year.

Board discussion with Assessor Mark regarding cameras, a security system, and a bid.

**Clinton County Township Officers Association (CCTOA) Meeting –  
Clerk Claudia Barrett Pluger:**

Clerk Claudia commented Kam pretty much covered everything that was on her list from the CCTOA meeting. There wasn't a quorum, so they were unable to appoint new board members. Ovid Township will be hosting the September CCTOA Meeting.

**Library – Treasurer Nancy Hughson:**

Treasurer Nancy supplied the Board with the Library Board Meeting minutes from March 10, 2021, and the Librarian's Report of April 14, 2021, statistics and all expense trackers for the Board's review. Nancy stated the hours are not back to normal yet. The Librarian took two weeks off because of her husband's health issues. They had a special meeting regarding an estimate for the new roof.

**OMESA – Treasurer Nancy Hughson:**

Treasurer Nancy commented they discussed the lawn mowing issue. They received the bank statements this month. It was a short meeting.

**CAASA – Supervisor Deb Shaughnessy**

Supervisor Deb stated she received the summary of the finances from Gail at St. Johns Business and Tax Service. Looking at the profit and loss previous year comparison, total income was down \$274,000. The expenses were lower by \$77,000. Net income from last year for that month was down \$196,000. They said, because of COVID, that was a good number. They feel it will be better.

**\*Public Comments:**

None.

**Board Comments:**

Clerk Claudia stated, for the record, so our minutes are clear, Supervisor Deb, by email, withdrew the policy she originally proposed to the Board regarding contacting the Township's Attorney. Supervisor Deb confirmed she no longer wanted to pursue it.

Clerk Claudia also stated at last month's meeting we went through all the bids for lawn mowing and chemicals. Marshall, Maximum Pride, does not have a chemical license, as we thought. Board discussion and public discussion regarding this situation. Supervisor Deb will email MTA's Attorneys for guidance on this.

**Adjournment:**

Supervisor Deb adjourned the meeting at 9:15 p.m.

Claudia Barrett Pluger, Clerk