



OID TOWNSHIP

ADMINISTRATIVE OFFICES

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

TRUSTEES: Patricia Hibbard
Arlene Pesik

PROPOSED MINUTES OF OVID TOWNSHIP BOARD MEETING - June 10, 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:

Ellen Link-Greater Laingsburg Recyclers, Jennings West, Kam Washburn, Bob Meredith, Mark Holley

AGENDA:

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

PROPOSED MINUTES FROM MAY 6, 2021, BOARD MEETING:

Moved by Trustee Arlene to approve the May 6, 2021, minutes, as read, Seconded by Trustee Pat. All in favor, Motion carried.

TREASURER'S REPORT:

Treasurer Nancy supplied the Board with the May 2021 General Fund income received statement, the bank balances, along with the supporting bank statements and Michigan Class Statements as of May 31, 2021, as well as the corresponding bank reconciliations for each month's bank statement.

Huntington Bank Account Balances:

General Fund bank balance is \$279,985.99.

Delinquent Property Tax account balance is \$145.41.

Payroll account balance is \$2,575.43.

Michigan Class Investment account balances:

General Fund balance is \$132,564.52.

Tax Account balance is \$0.00.

Emergency Services account balance is \$36,789.82.

Mercantile Bank Emergency Services account is \$75,204.06.

Journey Federal Credit Union Balances:

Cemetery account balance is \$19,901.82.

Tax account balance is \$1,008.60.

On the income received statement, the Journey Cemetery account is not on there; however, we received \$800 in income for sale of a lot.

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 commented there was a date correction only on the May 6, 2021, Clerk's Report. Under Huntington Bank, payroll check numbers, the month should be April, not March. The corrected copy is in everyone's packet.

Clerk Claudia supplied the Board with the Revenue and Expenditure Report ending May 31, 2021, and the Check Disbursement Report for approval from the following banks:

Huntington Bank – Payroll Check Number 286 for Trustee Arlene from last month. Trustee Arlene was not paid mileage for going to pick up her check.

Board discussion regarding being paid for mileage. Going forward, you will be paid for mileage if you are asked to pick up the payroll checks, and you submit an Expense Voucher.

Further Board discussion regarding mileage paid to check the Hall after a rental.

It was determined we would take turns with no extra pay for checking the Hall.

Supervisor Deb commented she wanted this in the minutes so it's understood.

Huntington Bank checks for approval (continued) –

Payroll Check Numbers 287-293, Regular Check Numbers 10907-10922 and 941 EFT.

Mercantile Bank Emergency Services – Check Number 1046 totaling \$44.05.

Journey Federal Credit Union/Cemetery – Check Numbers 1003-1004.

The total of all three bank accounts for approval is \$14,986.37

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

NEW BUSINESS:

Ellen Link, Greater Laingsburg Recyclers:

Ellen supplied each Board Member with the updated, April 1, 2021, Greater Laingsburg Recyclers information. Laingsburg Recyclers has been around for over 30 years. She commented they need a facility. EGLE started offering grants, so they applied for a grant. They were eventually awarded \$50,000. They have raised more money through GoFundMe, and have received contributions from Shiawassee and Clinton Counties and different organizations have pledged. The building will be located on high school property. It's a partnership between the schools, the City of Laingsburg, and the Greater Laingsburg Recyclers. She knew someone had approached us last year, and we were not interested at that time. Ellen gave us an update on what has been going on in case we would like to reconsider giving. Supervisor Deb commented the City of Ovid has approached us also.

MTA Principles of Governance:

Clerk Claudia received the Principles of Governance policy from Michigan Townships Association. They would like us to consider adopting this policy. We don't have to act on this right away. Board discussion regarding this. We will read it over and possibly adopt it in the future.

Records Request Form – FOIA:

Treasurer Nancy received FOIA requests from Black Knight and TWG. They want our Tax data base. Nancy spoke with Clinton County Treasurer Tina Ward, and she advised we may want to consider adopting a Records Request Form document, which Nancy provided to each Board Member. They would have to sign this document and pay before we would do anything. This document would prevent the requesters from selling any of our information. Nancy stated she would like to have this document adopted. Supervisor Deb wondered if we should have our Attorneys look at this. Nancy said it came directly from MTA. Clerk Claudia commented since this is a FOIA request, we need to update our resolution to include the price per parcel, which is \$.40 per parcel. Nancy attached Resolution Number 2018-11 to this document with the changes needed. Discussion regarding all these documents, price per parcel, or how we should proceed.

Moved by Treasurer Nancy that we **Rescind Resolution No. 2018-11, Resolution Establishing FOIA Fees**, Seconded by Supervisor Deb.

Roll call vote was as follows:

- Trustee Patricia Hibbard – Yes
- Trustee Arlene Pesik – Yes
- Treasurer Nancy Hughson – Yes

Supervisor Debbie Shaughnessy – Yes

Clerk Claudia Barrett Pluger – Yes

All in favor, Motion carried.

Resolution No. 2018-11 is rescinded.

Moved by Treasurer Nancy that we adopt **Resolution No. 2021-08, Resolution Establishing FOIA Fees**, Seconded by Supervisor Deb.

Roll call vote was as follows:

Trustee Patricia Hibbard – Yes

Trustee Arlene Pesik – Yes

Treasurer Nancy Hughson – Yes

Supervisor Debbie Shaughnessy – Yes

Clerk Claudia Barrett Pluger – Yes

All in favor, Motion carried.

Resolution No. 2021-08 is adopted.

Board discussion regarding the Records Request Form for FOIA that Treasurer Nancy would like adopted. The Board Meeting date will be added as the adopted date.

Moved by Clerk Claudia that we adopt the **Tax Records Request Form – FOIA**, Seconded by Trustee Pat.

Roll call vote was as follows:

Trustee Patricia Hibbard – Yes

Trustee Arlene Pesik – Yes

Treasurer Nancy Hughson – Yes

Supervisor Debbie Shaughnessy – Yes

Clerk Claudia Barrett Pluger – Yes

All in favor, Motion carried.

Tax Records Request Form – FOIA is adopted.

UNFINISHED/UPDATED BUSINESS:

Roof Truss Update:

Supervisor Deb had emailed the Board Members summarizing all the documents she read regarding the roof, and the letter from C2ae suggesting what to do, which C2ae is an engineering firm. Board discussion regarding the roof. It was decided that we wait until we need a new roof, since there are no leaks or any problems.

MTA Online Learning Subscription:

Supervisor Deb said she emailed us today on four classes she would like to take right now. Those totaled \$419. She commented she might like to take more.

She asked for approval to take these online classes.

Moved by Trustee Arlene to approve the MTA online classes for \$419.

She wondered if we should add on for more classes. Supervisor Deb stated she would come to us again if she finds more classes.

Supervisor Deb commented there was a Motion, and was there a second?

Treasurer Nancy asked if she had checked the MTA site before taking a class. She has checked, she stated. Trustee Pat commented she's found some of those classes on there for free. Board discussion. Trustee Pat commented she would wait until the Motion was seconded for discussion.

Supervisor Deb seconded the Motion. Then commented to have discussion. She wanted to hear our thoughts. Trustee Pat commented she wondered how good the training was since assessing things were not stated correctly. Pat also discussed the Clerk's Conference she went to. Pat questioned if the classes were available at a lower cost. Clerk Claudia commented the MTA Virtual Conference was offered for \$159 for several classes, and the Board approved these classes. No one wanted to take any virtual classes. Supervisor Deb did ask at the end of the Conference if anyone had signed up for the classes, which no one had. There were some she was interested in. Supervisor Deb commented she's a new supervisor and MTA is who we rely on, and one person's personal opinion is that you don't like their training. Deb thinks it's very valuable. Claudia stated she thinks the trainings are good. Trustee Pat commented that eight-hour class she took wasn't. It would have been better in person, Claudia said.

Board discussion regarding some of these specific classes.

Supervisor Deb stated she's shocked when there's money set aside, and we just spent \$1200 to go to a Clerk's conference, and you can't spend \$400 for these classes.

Supervisor Deb commented she has been trying for the last few months to build our team, and then she gets this. This wasn't brought up last month.

Trustee Pat stated this is being made personal here. She commented to Deb that she has been in government before so she's familiar with team-building. Pat stated she didn't want to bring this up, but it wasn't too long ago she told her she wanted to step down, so the investment for someone who might walk out the door – Supervisor Deb said she's not walking out the door. Pat commented she wasn't aware that had changed.

More Board discussion regarding classes, and making personal comments.

Treasurer Nancy commented to Deb she would like to see her wait until there are in-person classes. They are so much more valuable. Trustee Arlene commented they are starting them up this fall. Board discussion continues on and on and on.

Supervisor Deb said we'll end discussion. There was a Motion and a Second to approve the online classes for \$419. All in favor. Two "yes," three "nay."

Motion: To approve MTA online classes for Supervisor Deb for \$419.

Motion introduced by Trustee Arlene. Motion seconded by Supervisor Deb.

Roll call vote was as follows:

Trustee Patricia Hibbard – Nay

Trustee Arlene Pesik – Yes

Treasurer Nancy Hughson – Nay

Supervisor Debbie Shaughnessy – Yes

Clerk Claudia Barrett Pluger – Nay

2 Yes 3 Nay

Vote was 2-3 against; Motion failed.

Supervisor Deb commented she will be sure to let MTA know we don't think it's valuable enough what they offer. Trustee Pat said that's not true. This is why we're having trouble. Lengthy Board discussion continued.

REPORTS:

Library – Treasurer Nancy Hughson:

Treasurer Nancy supplied the Board with the Library Board Meeting minutes of April 14, 2021; the Special Board Meeting minutes from April 28, 2021; the Wages and Salary Committee document; April Librarian's Report; and a May 10, 2021, letter from the Librarian. Also in our packets are the April 2021 statistics and all expense trackers for our review. Nancy stated the summer reading program started. There were quite a few kids that came. The new roof is completed.

OMESA – Treasurer Nancy Hughson:

Treasurer Nancy stated the electrical work for the MDOT signs is done inside the Fire Hall. They need the correct antenna for it to be working on M-21. They discussed paying off the Hall. Supervisor Deb commented they are in need of volunteers, so hopefully we will get some interested people.

CAASA – Supervisor Deb Shaughnessy

Supervisor Deb said the next CAASA meeting is June 17.

***Public Comments:**

Clerk Claudia commented Deputy Zachary Smith will be here for the July meeting. He stopped in and checked on us. We appreciated that. Mark Holley wondered if we received the new bulletin boards yet, which we haven't.

Board Comments:

Trustee Arlene commented this fall MTA is planning to restore in-person learning, in September and October. She is interested in this when we find out the dates and places. Board discussion. Everyone is interested in the in-person training. Trustee Pat commented those are really specialized to each official's position, and would be good for everyone to go. Clerk Claudia told Arlene if she receives any documentation to let us know, and we will put it on our agenda.

Supervisor Deb received an email from Margo Martin, which she sent to all of us, regarding recycling with Ovid City. Board discussion. The Board is not interested in revisiting this. Supervisor Deb will email her and tell her there was a Motion before, and the Board is not interested in revisiting this. Trustee Arlene commented Nancy did a survey when people came in to pay their taxes. Treasurer Nancy commented people were not interested.

Adjournment:

Supervisor Deb adjourned the meeting at 8:42 p.m.

Claudia Barrett Pluger, Clerk