



OID TOWNSHIP ADMINISTRATIVE OFFICES

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APPROVED

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

TRUSTEES: Arlene Pesik
Jennings West

~~PROPOSED~~ MINUTES OF OVID TOWNSHIP MEETING - FEBRUARY 2, 2017

The regular meeting of the Ovid Township Board was called to order at 7:08 p.m. by Supervisor Greg Palen with Pledge to the Flag.

MEMBERS PRESENT:

Supervisor Greg Palen, Treasurer Nancy Hughson,
Clerk Claudia Barrett Pluger, Trustees Arlene Pesik and Jennings West.

ALSO PRESENT:

Thompson-Phelan Group - Brian Van Peteghem, Jennifer Mace
Journey Federal Credit Union - Amy Bowen,
Paul Trinko, I.T. Right, Mike & Diane Dowler

AGENDA:

Agenda reviewed by Board. Moved by Arlene to accept agenda as printed, Seconded by Nancy. All in favor, Motion carried.

PROPOSED MINUTES OF JANUARY 5, 2017.

Moved by Arlene to accept minutes as printed, Seconded by Jennings.
All in favor, Motion carried.

PUBLIC COMMENTS:

Paul Trenka from I.T. Right gave presentation and answered questions.
Moved by Jennings to accept I.T. Right Quote Numbers 8164, 8165, 8167 and 8220,
totaling \$5,090.49, (coming from unallocated funds in our budget), Seconded by Arlene.
All in favor, Motion carried.

Brian Van Peteghem, General Manager, from Thompson-Phelan Group and Jennifer Mace, Project Manager here representing Journey Federal Credit Union, and Amy Bowen representing Journey. Amy talked about the new expansion, adding more office space, more drive-through lanes, moving the ATM area and more parking. Brian and Jennifer presented the new site plan with various pictures, and answered questions.

Moved by Claudia that we send a positive support message to Clinton County Zoning on the proposed expansion of Journey Federal Credit Union, Seconded by Arlene. All in favor, Motion carried.

TREASURER'S REPORT:

Nancy reported we have \$433,550.70 in our General Fund; \$136.04 in Delinquent Property Account; \$277,844.13 in the Tax Account; \$7,328.60 in the Tax Disbursement Account. Tax collection to date is 860 transactions totaling \$763,936.14.

Moved by Claudia to accept the Treasurer's report, Seconded by Jennings. All in favor, Motion carried.

CLERK/BILLS:

FOR APPROVAL: Check Numbers 9820-9827; 9829; 9831-9835; 9842-9843; 9845-9856. Supervisor Palen commented once he gets through with the handwritten reconciliation of our activities, we'll get back to having budget reconciliations. At our next meeting we'll do some transferring so that's all done before the end of the fiscal year. Moved by Nancy to accept the Clerk's report, Seconded by Arlene. All in favor, Motion carried.

Post-Auditing Township Bills:

Moved by Claudia to pay all invoices with penalties or discounts that would be incurred if payment is not received prior to the board meeting where they would be approved; utility bills (phone, electric, fuel, et cetera); payroll (election workers), Seconded by Jennings. All in favor, Motion carried.

REPORTS:

Assessor Diane Dowler explained by law Board of Review is supposed to start the 2nd Monday in March. Assessor Dowler is asking that the alternative starting date be the 3rd Wednesday in March. The Board of Review organizational meeting is Tuesday, March 7th at 8 a.m. Appeals will be heard Wednesday, March 15th from 9 a.m. until 3 p.m. They will reconvene Friday, March 17 from 3 p.m. until 9 p.m. Supervisor Palen will make sure the BOR people are made aware of these dates.

Along with Board of Review comes Assessment Change Notices, which will be mailed out the end of February. Assessor Dowler will take care of getting these printed and mailed, and will be reimbursed for her costs.

Moved by Claudia to adopt the March Board of Review alternative starting date, Seconded by Arlene. All in favor, Motion carried.

Assessor Dowler said our Ag ratio was 49.47. Legally we have to assess between 49 and 50, so it's raised slightly to 49.68. The Commercial ratio was 45.11, so it was raised to 49.52. Industrial, we have five parcels. That was 46.6 ratio, so it was raised to 49.94. Residential ratio was 47.18, so it was raised to 49.89. This is still tentative. A 6 percent increase in the residential is not unjustified. Our taxable value, as it stands today, is

\$68,935,418 for 2016. That does not include Sleepy Hollow. Right now the taxable value is \$70,541,627; an increase of two million dollars.

Assessor Dowler explained there are two parts to the Poverty Exemptions Guidelines. One is you have to have an asset test. The other is the Federal Income Standards. We have the applications in our Township offices.

Moved by Claudia to adopt the Poverty Exemptions Guidelines, Seconded by Arlene. All in favor, Motion carried.

OMESA - Supervisor Palen stated the new Board is in place under the new Articles. Chairman is Supervisor Mike Herendeen from Middlebury Township; Vice-Chairman is Supervisor Palen; Board Secretary is Trustee Jennings. We have a hired treasurer. Tim Zwick remains in that position. Jamie Medina is the hired recording secretary, and she will remain in that position. The OMESA meetings will now be the 4th Tuesday of every month. At the last meeting, discussion revolved around a 14-page lawyer-generated lease the City wished us to sign for housing all the fire equipment in excess of \$27,000 a year.

Library - Nancy reported her meeting is next week.

Clinton County Township Officers Association - Claudia reported among the many speakers of the evening, most important topic was to vote for Patti Schaefer at the MTA Conference during the caucus elections on Wednesday, April 12. She has been the Director for Ingham, Eaton and Clinton Counties for 20 years and would like to remain in that position.

NEW BUSINESS:

Hall Rental Deposit Checks - Discussion whether to continue holding the deposit checks or banking them before they are too old and damage was done.

Moved by Claudia to deposit our \$150 hall rental security deposit checks into the Tax Delinquent Account, Seconded by Nancy. All in favor, Motion carried.

CAASA Budget - Board reviewed and discussed proposed 2017-18 CAASA budget. Moved by Nancy to adopt the Capital or Authority Budget and the Operating Service Budget for CAASA, Seconded by Jennings. All in favor, Motion carried.

Medical Marijuana Facilities Licensing Act (MMFLA) - Supervisor Palen received an email from Attorney Bill Fahey stating a lot of townships are interested in writing up ordinances regarding the MMFLA. If we are interested, the firm will send us reports on the Act and model ordinances. The cost would be no more than \$500 to receive this information.

Moved by Arlene to participate in getting this information, Seconded by Nancy. All in favor, Motion carried.

City of Ovid - Recycling Contribution and Parks & Rec Contribution -

Supervisor Palen suggested we table these until next month. We receive a lot of contribution requests when it's time for a new budget.

2016 Forfeiture List - We have four foreclosure parcels with the First Right of Refusal in June. Supervisor Palen will look these parcels up and report back at next month's meeting.

Janitorial Quote from AP Cleaning Company was reviewed and discussed. Moved by Claudia to contract with AP Cleaning Company to have the carpets cleaned, floors refinished and monthly cleaning, Seconded by Arlene. All in favor, Motion carried.

Budget Hearing Date discussed by Board as to when would be best to hold it. Moved by Nancy to publish the Budget Hearing for Monday, March 20th at 7 p.m., at the Township Hall, Seconded by Arlene. All in favor, Motion carried.

UNFINISHED BUSINESS:

MTA April Conference -

Moved by Claudia to approve anyone that would like to go to the MTA Conference, Seconded by Jennings. All in favor, Motion carried.

BOARD COMMENTS:

All IRS and State documents were filed and paid on time.

We do have to file Power of Attorneys with the State and Federal Government.

Adjournment: Meeting adjourned at 10 p.m.

Respectfully submitted,

Claudia Barrett Pluger, Clerk

Gregory C. Palen, Supervisor