

**OVID TOWNSHIP
Regular Board Meeting
October 8, 2015**

Administrative Offices (a.k.a. Ovid Township Hall)
1015 Baese Ct.
Ovid, MI 48866

Meeting was called to order at 7:00 p.m. by Supervisor Greg Palen with Pledge to the Flag. Roll call found the following members present: Treasurer Casie Chunko, Trustee Randy Montague, and Trustee Nancy Hughson. Absent: Clerk Michelle Robinson and Supervisor Greg Palen (came in late at 7:35 p.m.). Also present: approximately 7 visitors.

APPOINTMENT OF MEETING MODERATOR: In the absence of Clerk Robinson and Supervisor Palen, Treasurer Chunko will be meeting moderator. **Moved** by Hughson, **seconded** by Montague. **Motion carried.**

AGENDA: **Moved** by Hughson, **seconded** by Montague to approve agenda, with addition of assessor and subtraction of sheriff. **Motion carried.**

MINUTES: **Moved** by Montague, **seconded** by Hughson to approve the minutes of the August 6, 2015 regular meeting as presented. **Motion carried.**

REVIEW AND APPROVAL OF BUDGET: Move \$1,475.00 from unallocated funds to Audit (223-801). Move \$7,593.60 from unallocated funds to Highways, Streets & Bridges Repairs and Maintenance (446-801). **Moved** by Montague, **seconded** by Chunko with amendments noted. **Motion carried**

FINANCIAL REPORT: **Moved** by Hughson, **seconded** by Montague to approve the Treasurer's Report after review and approval of the bank statements, subject to audit, and place on file showing the following account balances: General Fund Checking \$324,573.85; Tax Deposit Account \$76,538.63; Tax Disbursement Account \$0.00; Del Personal Property Tax Account \$311.04 see attached). **Motion carried.**

BILLS: Add on the billing for Consumers Energy (building) in the amount of \$564.18. Making the total bill payment amount for the month \$10,043.87. **Moved** by Chunko, **seconded** by Montague to approve payment of the bills as presented using checks #9420 through #9540 (see attached). **Motion carried.**

COMMITTEES:

CEMETERY: Nothing new to report.

OMESA: There were two meetings – one to review options regarding minimum wage increases. At the regular meeting Chief Stevens spoke about the fire engine that is supposed to be replaced in 2017. Stevens said they could send the engine back to Florida and have it rebuilt and recertified, that would mean the engine would be out of service for about 3 months and would need other services to assist during this time. This was \$165,000 which is much more economical than a new one (\$425,000 new/300,000 for used). The facility in Florida has brand new refurbished rigs for \$250,000, which would include warranty and newer pump. If we went with this option then we could sell the old one. Month of August: FD 10 runs (87 ytd), EMS 38 runs; 16 BLS transport, 20 ALS, 2 non-transport (320 ytd).

ASSESSOR – DIANE DOWLER: Had the follow-up to the assessing audit. It went very well. They were pleased with our maps and database and other issues we said we would have corrected. We should get something from the state as a formal report.

COUNTY COMMISSIONER – KAM WASHBURN: First getting through that Assessing review is very difficult as far as the comparisons between industrial/commercial/farm/home balance. Louie Rogers has been in assessing for a long time and grew up on a farm. He understands the practicality as to how to apply this in rural communities. Diane is doing an excellent job for us in this area, all properties physically inspected (except Village) and very low attendance at Board of Review meetings. Beyond that the month has been quiet. We are working on the budget with the first hearing in two weeks and then final meeting the first week of October. We had issue with 911 tower in Victor Township, this is now re-sited, which has laid to rest the neighbors concerns with the original backyard location. Everyone seems pleased but this has added a year onto the tower construction as new permits need to be pulled. Gail Watkins is the new Road Commissioner and he mentioned there is a new contract with the road crews. The contract is a good one and was done quickly compared to normal. Our road commission is at the lowest number of employees (32) that it has been in many years. Some IT updates were also done. Seems as though we are always spending money on new computers, software, updates, virus software, cyber security, etc.

AUDIT REVIEW – STEVE KIRNOVIC: I'm here tonight to go over this year's audit for the township. The presentation of the audit has not changed and is the same format you are used to from years past. The first two pages are our opinion – clean opinion - the best possible opinion you can get. Everything is recently stated and accurate.

Onto the Fund Level Balance Sheet, a snapshot as of March 31, 2015 of all assets, liabilities, and related fund balance: If you look at the unassigned fund balance – \$458,000 – that is the amount that can be used for current expenditures in future years; so this will be the number you start with when constructing next year's budget. Good healthy financial condition with the General Fund as of March 31.

Onto the Statement of Revenues, Expenses, and Changes in Fund Balance: This is based on that same budgetary basis you set your budget on. Total revenues: \$308,000 (\$288,000 last year), Tax revenue up roughly 10,000 from last year, and revenue sharing was up about 5,000 - with the other 5,000 scattered – total revenue is up roughly \$20,000 from last year. Total expenditures – almost \$220,000 (\$192,000 last year) up about \$28,000. The bulk of the increase was due to major road work in 14-15: Walker and Taft were the two biggest (\$46,000), and Harmon – but there was a lot of road work completed. Revenues over Expenditures was roughly \$88,000 – the township was able to utilize a little bit of fund balance and replace fund balance through budgeting. You budgeted more on roads than you used, parks and drains were less than budgeted, so there were savings that were able to be added back to the fund balance.

Review of Systems and Internal Controls: A couple comments are fairly common (first two especially), we had a training after year end with the supervisor, treasurer, and clerk regarding preparation of the budget statements. Now we have been thrown a curve regarding the understanding of the statements and us as auditors preparing those and still maintaining our independence. In 15-16 we may have some added things to go over. A couple other areas that Casie and I actually spoke about yesterday and talked about ways to solve the property tax issue and the segregation of duties issue which should both be fixed this next year. We also spoke about a couple budgetary issues regarding over-budgeting. Technically, if you are over by \$1 in any category we have to report back so there were a few that were over. Which is fine, you just need to make sure that you fine tune at the very end of the year. We also always recommend a couple policies. We had a new auditor on our team this year and a set of fresh eyes found a few policies that could be tuned up – so we will provide you with copies of those.

PUBLIC COMMENTS: Question on update on intersection light at Hollister: Greg and road commission gentleman have been playing phone tag on the issue. He will continue the pursuit. Resident asked if someone with pull (senator or representative) could get behind this as the request has been asked for before. Supervisor Palen indicated that he would certainly do that. With all the increased traffic and school now in session that has become a very dangerous corner that needs to be addressed. On Hollister road just past Wildcat there is a "tree or bush" growing out at the edge of the road on the west side. Watched a truck pull off Wildcat and got hit by a carful of girls as he didn't see them. All were ok, but it is a hazard that needs removal.

BOARD COMMENTS: The latest invoice from the Road Commission for brine on the roads I would like to authorize payment of this \$10,368.24 – was already budgeted. **Moved by** Hughson to pay this bill now instead of waiting for the next meeting to avoid late fees, **seconded by** Montague. **Motion carried.**

Adjourn 8:17 p.m. **Moved by** Hughson. **Motion carried.**

Respectfully submitted,
Michelle M. Robinson, Clerk

Gregory Palen, Supervisor