

**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

**PROPOSED MINUTES OF OVID TOWNSHIP BUDGET MEETING –  
THURSDAY, FEBRUARY 13, 2020**

The Budget Meeting of the Ovid Township Board was called to order at 6 p.m. by Supervisor Palen with Pledge to the Flag.

**MEMBERS PRESENT:**

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

**ALSO PRESENT:**

Deb Shaughnessy

**AGENDA:**

Agenda reviewed by Board. Moved by Nancy to approve the agenda as prepared, Seconded by Jennings. All in favor, Motion carried.

**PROPOSED 2020-2021 MEETING DATES:**

Board discussion when we should have our Board meetings, if we should keep them the second Thursday of each month at 7 p.m.

Moved by Claudia that we continue to have Ovid Township Board Meetings the second Thursday of each month at 7 p.m., Seconded by Arlene. All in favor, Motion carried.

**PROPOSED 2020-2021 BUDGET:**

The Clerk supplied the Board with the proposed budget for 2020-2021 for Ovid Township General Fund, Payroll and Emergency Services. We have to create a Cemetery Budget since we have acquired the South Ovid Cemetery. Board discussion regarding the different line items and adjustments.

Deb Shaughnessy had a few questions on some of the line items, which Supervisor Palen explained.

(Budget Meeting recessed at 7:02 p.m., for regular meeting)

(Budget Meeting reconvened at 8:57 p.m.)

**PROPOSED 2020-2021 BUDGET (CONTINUED):**

The Board continued discussion of each line item and made proposed adjustments. Also discussed new water softener, getting the roof looked at, website and parking lot. We will finalize and adopt the budget at our March meeting.

**PROPOSED SALARY/TOWNSHIP OFFICER'S PAY:**

Discussed raising the per diem rates for meetings and Board of Review half day to \$50 per meeting. Everyone thought that would be a good idea.

**Public Comments:**

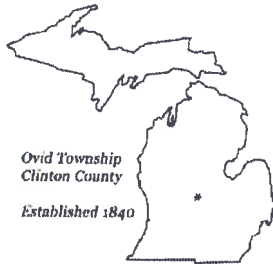
None.

**Board Comments:**

None.

**Adjournment:** Supervisor Palen adjourned the meeting at 9:55 p.m.

Claudia Barrett Pluger, Clerk



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Jennings West

### **PROPOSED MINUTES OF OVID TOWNSHIP MEETING - FEBRUARY 13, 2020**

The regular meeting of the Ovid Township Board was called to order at 7:06 p.m. by Supervisor Palen with Pledge to the Flag.

#### **MEMBERS PRESENT:**

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

#### **ALSO PRESENT:**

Deb Shaughnessy, Kam Washburn, Christine Collom, Amy Bowen, Mark Holley

#### **AGENDA:**

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

#### **PROPOSED MINUTES OF JANUARY 9, 2020:**

Proposed minutes reviewed by Board. Moved by Jennings to approve the minutes from January 9, 2020, as written, Seconded by Nancy. All in favor, Motion carried.

#### **TREASURER'S REPORT:**

Nancy presented the Board with the bank balances, along with the supporting bank statements and Michigan Class Statements for January, 2020, as well as the corresponding Bank Reconciliations for each statement.

Huntington Bank Account Balances:

General Fund bank balance is \$180,439.16.

Tax account bank balance is \$99,166.20.

Delinquent Property Tax account balance is \$129.84.

Payroll account balance is \$13,840.10.

Michigan Class investment account balances:

General Fund is \$131,855.58.

Tax Account is \$278.01.

Emergency Services account is \$46,570.35.

Mercantile Bank Emergency Services Account is \$112,054.36.

Nancy also supplied the Board with a listing of all Ovid Township parcels that will foreclose on March 31, 2020. We have "First Right of Refusal" in June if we are interested in those properties.

Also included in Nancy's packet was the Quick Tax Disbursement for Ovid Township from 12/01/19 through 01/31/20. It shows how much money has come through the Tax Account. We've disbursed a total of \$801,560.43 through January 31, 2020.

Moved by Jennings that we accept the Treasurer's report as presented, bank statements, and all reconciliations the Board reviewed, subject to audit, Seconded by Arlene.

All in favor, Motion carried.

### **CLERK/BILLS - FOR APPROVAL:**

Claudia presented the Check Disbursement Report for approval –

Huntington Bank, check numbers 10701-10715, payroll check numbers 135-141, totaling \$18,587.31; Mercantile Bank Emergency Services, check number 1027, totaling \$39.64. Also included for review was the Revenue and Expenditure Report ending 01/31/2020.

Claudia explained there was an error on an EFT, so BS&A helped fix it by creating a check labeled number 100 for \$1,381.30 to the U.S. Department of Treasury, but it was really an EFT, not a check. It is shown on the Check Disbursement Report on the first line, dated 01/15/2020.

Claudia stated we are getting a credit of \$903 from Consumer's Energy on the Street Lights because of being upgraded to LEDs. We have new Contracts we need to approve and sign.

Maximum Pride's check is large due to work being done from November until now. He doesn't submit monthly bills. We have talked to them about it.

We did purchase a new shredder from Staples. Because of being a good customer with them, we received \$200 off the shredder.

Moved by Nancy to approve payment of the EFT'S and all checks, as written, from Huntington Bank and Mercantile Bank, Seconded by Arlene. All in favor, Motion carried.

### **NEW BUSINESS:**

#### **Consumer's Energy Street Lights Contracts (2):**

Supervisor Palen explained there are two separate contracts for the Street Lights. One is for the lights under the current contract account number, which were updated. These changes were to existing street lights due to mercury vapor conversions where cobrahead fixtures were replaced with LED. The second contract is for the LED cobrahead fixtures, and a new account has been created for those.

Moved by Jennings to have the Supervisor and Clerk sign the two contracts from Consumer's Energy, Seconded by Nancy. All in favor, Motion carried.

**Cemetery Account, New - Journey Federal Credit Union:**

Supervisor Palen stated we need to approve opening an account for South Ovid Cemetery, and Amy Bowen is here from Journey to answer any questions.

Amy commented she had spoke to Nancy and Jennings both. She brought a packet of information for us. The public fund accounts have no minimum balance, no fees associated with any accounts. They will take care of the first order of checks for any accounts we move over to Journey. Amy commented in their Township, they put funds into the money market to gain interest. The checking accounts are not interest bearing for the public funds. There's on-line banking at no cost.

Moved by Claudia that we approve opening an account for South Ovid Cemetery at Journey Federal Credit Union, Seconded by Arlene. All in favor, Motion carried.

**Tax Account – Switch to Journey Federal Credit Union:**

Supervisor Palen asked about switching the tax account from Huntington to Journey.

Nancy commented once this tax season is over she would like to switch to Journey.

Moved by Claudia that we approve moving the tax account from Huntington Bank to Journey Federal Credit Union, Seconded by Arlene. All in favor, Motion carried.

**Grant Approval for Security Cameras:**

Nancy stated there is a Par Plan grant that opens up soon. You have to have Board approval before you apply for the grant. Nancy thought it was a 50/50 grant.

Discussion regarding cameras, security and insurance. Jennings will check into getting bids and possibly have someone come in and explain the systems they sell.

Jennings said we need a very good camera.

Moved by Claudia that we approve applying for a grant for security cameras for the Township building, Seconded by Nancy. All in favor, Motion carried.

**Aerial Maps:**

Supervisor Palen informed us the County is preparing new GPS maps. We can get updated ones for \$25. They are needed for assessing purposes.

Moved by Nancy that we order a new set of GPS maps from the County, Seconded by Claudia. All in favor, Motion carried.

**Election Inspector Assistant:**

Clerk commented Elections are becoming more and more a full-time job itself.

There have been many changes due to the new laws under Proposal 18-3 that it has created a lot more work, and certain deadlines have to be met. We have new vendors now that we are dealing with too. Deputy Linda has had to take it easy because of her rotator cuff surgery. Deb Shaughnessy and Pat Hibbard both have had the training and are willing to help more if need be. We need to be able to pay them for their work, which we pay the Inspectors \$12 per hour.

Moved by Claudia that we approve payment for an Election Assistant, Seconded by Arlene. All in favor, Motion carried.

**Meeting with Jon Johnson, Burnham & Flower Insurance Company:**

Nancy commented we had a meeting with Mr. Johnson regarding the Bond issue with the previous clerk and treasurer. No charges were filed, so we really can't pursue this. We've been advised it was something the auditor should have found since they did the audits for those four years.

**UNFINISHED BUSINESS:**

**2020 Census – Deb Shaughnessy:**

Deb commented she would be talking to the Census lady we've been in contact with. She would like to get something in the paper so people are aware since going door-to-door is supposed to start in March.

**CAASA 2020-2021 Budget – Per Capita:**

Supervisor Palen commented we have a request from Clinton Area Ambulance Service Authority, which has turned into a one-year request, that we approve paying \$6 per capita for their upcoming budget. Supervisor Palen said the purpose for raising the per capita is because they are going to get behind on their equipment replacement. All of the other jurisdictions have approved this. Under CAASA's Articles, you can't change these kinds of requests unless everybody votes "yes."

Moved by Nancy that we approve paying \$6 per capita for one year to the Clinton Area Ambulance Service Authority, Seconded by Arlene.

Roll call vote was as follows:

Trustee Arlene Pesik – **Yes**

Trustee Jennings West – **Yes**

Treasurer Nancy Hughson – **Yes**

Supervisor Greg Palen – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

**Robert Meredith – Dog Complaint:**

Supervisor Palen commented he hasn't been able to get ahold of Mr. Meredith to talk about the dog situation. He's probably still in Florida. Supervisor Palen said next he hopes to be able to talk to the lady some evening since she works during the day.

For the County Animal Control to take any action, the only Ordinance we have that even mentions dogs is the Noise Ordinance. It talks about constant dog barking.

The question came up in the City, and they asked their attorneys, which advised if you're going to enforce anything to do with noise, you should have a decibel meter.

The dogs are licensed. The other thing is to go door to door and let the neighbors know

we've talked to Animal Control and what they said, so they know we are trying to help in this situation. Supervisor commented hopefully by Spring they will have figured out the right way to manage those dogs. Since there has been so much attention on this, they seem to be more careful. He said they are nice dogs. They are cared for.

**Public Comments:**

None.

**REPORTS:**

**Assessor Mark Holley** – Mark stated the assessment change notices have gone out, and he has received an abundance of calls from taxpayers. It only went up by the inflation rate, which was 1.9 percent. There were some vacant parcels that significantly went up in value because they were so low for years. There were about 50 parcels. Unfortunately, one taxpayer had 15 of the 50. Once it was explained to him, he was fine with it.

Supervisor Palen commented balancing out with the County Equalization forces us to make those adjustments. We won't meet our ratios if we don't.

**County Commissioner Kam Washburn** – Kam stated the County had their restructuring of the board as they do every year. Every county across the state does this. Each board selects a vice chairman and a chairman. Commissioner Bruce DeLong was voted in as vice chairman. Kam said he was voted in as chairman and was happy to take that position. Kam stated there is one little perk, and actually it's a big thing. Each county has their own bylaws on how they operate. In Clinton County, the chairman gets to give out all of the committee assignments. It may not sound like a big thing, but Clinton County has 43 committees and boards that have a commissioner on. If you're the person doing the assignments, you just sort of extricate yourself out of a lot of those. Kam said he has a lot of meetings to go to that aren't committee assignments, so this is a really nice thing. Most of those committees meet monthly.

Kam commented on the upcoming Election, there are three ballots. People don't realize they don't have to vote in the Presidential Primary. They can just vote on the 911 millage.

In regard to the aerial maps, this year, coordinated by Tri-County Regional Planning, we are flying new maps. We're pretty sure the County is going to pay for this. In the past, the cost has been shared with the townships. They are usually flown every four or five years. These will be better maps, lighter maps and cost less.

**Christine Collom – Director of 911 Central Dispatch** – Christine discussed the upcoming 0.85 millage request that will be on the March 10, 2020, ballot. There will be a software and equipment upgrade if the millage passes. Currently, present funding will not support the future of 911 Central Dispatch, which has experienced a two percent (2%) decrease in revenue in past years.

Clinton County will partner with the State as the County replaces infrastructure. Currently, jurisdictions cannot communicate with each other. There are 750 radios on the Clinton County 911 emergency system at this time. If the millage passes, construction will begin July 1, 2020, and the project will be completed by December 2021.

Christine answered a question in regard to the \$1.50 phone surcharge. That charge is per phone number, not device.

Kam commented that on the local 700 plus radios for the local fire departments, ambulance services, and so forth, the County hopes to be able to help with costs. Some of them are not going to work at all, and some it will just take a little adjustment to work with the new system. The County has a line item on their budget to help with the cost of these. They are not sure they can cover them all. Some of them are turning out to be more costly than they thought.

The other thing, especially in this part of the county and in the northwest part of the county, there have been a lot of communication problems. This new system is going to help that out tremendously without having to build new towers in the north part of the county. New towers are very, very expensive. We can use towers from surrounding counties that are also on the State system, so that will save a lot of money. Lastly, everyone will be on the same system.

Kam thanked Christine. This has been a two to three year journey to get to this point. She has done a phenomenal job every day. Having 700 radios, she has dealt with so many departments, fire, ambulance, police, Road Commission.

**Library** – Nancy supplied us with the minutes of the January 7th, 2020, Board Meeting, and the Librarian's Report of February 11, 2020, along with the expense trackers.

Arlene commented it was nice to see Susan was going to be getting some help. Nancy stated Brad Kelly will be taking over as bookkeeper on March 1st.

**CCTOA Meeting – Arlene and Jennings** – Clerk stated she was unable to make it to that meeting.

Arlene commented Christine Collom spoke at that meeting just like she did in our meeting.

Arlene said it came across the Sheriff's radio during the CCTOA meeting about the man that was killed by Elsie, and it turned out to be John Kirby.



**Par Plan Seminar – Arlene** – Arlene stated it was a very good seminar. She said the attorneys spoke about why we have to do the things we do. Everything has to be done legally. She said they are going to be having more seminars because there was such a good turnout.

**OMESA** - Trustee Jennings reported they are waiting on Mallory to pay a bill they sent to him for work that had to be done outside because it wasn't done correctly. The Board is not going to release the Bond until it is paid.

Supervisor Palen stated the generator that was installed didn't work. They finally found someone to fix it, and OMESA paid for it. Mallory's bonding company will be getting a bill.

Jennings said some of the turnout gear is going to have to be replaced. Some of them are so worn out. It doesn't give proper protection for the firemen.

Nancy inquired if that wasn't what we gave the money for.

Jennings stated it's very expensive, and they have to get more.

Supervisor Palen commented they would like to have extra sets.

Jennings said they purchased an industrial washing machine. He asked Tim to give a breakdown under government income as to what each township and the City pays.

Clinton County RESA is paying to store a training ambulance and a training fire truck in the building.

**CAASA** – Supervisor Palen commented every year CAASA has a party for the crews and their families. They had it at the Redwing Bowling Alley. They buy pizza for them. It's a fun time bowling for them, and the crews appreciate it.

**Board Comments:**

Supervisor Palen commented we all have the Budget information. Since we didn't get through it, he wondered if we wanted to bring a salary schedule to the March meeting and finish everything then.

Arlene suggested we go back to the Supervisor's office and finish it up. Discussion. It was decided to finish it up now.

**Adjournment:** Supervisor Palen adjourned the meeting at 8:50 p.m.

Claudia Barrett Pluger, Clerk