



**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 MEETING – JUNE 14, 2018

The regular meeting of the Ovid Township Board was called to order at 7:01 p.m. by Supervisor Greg Palen with Pledge to the Flag.

MEMBERS PRESENT:

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

ALSO PRESENT:

Ed Tyler, Spark of Marketing; Deb Shaughnessy, Kam Washburn, Mike & Diane Dowler, Ross Baker, Don Herrington, Gloria Herrington, Dave Wyrick, Madhu Anderson

AGENDA:

Agenda reviewed by Board.

Moved by Arlene to approve the agenda as printed, Seconded by Nancy. All in favor, Motion carried.

PROPOSED MEETING MINUTES OF APRIL 12, 2018:

Proposed minutes reviewed by Board. Clerk had a correction – The total approved amount for checks & EFT should be \$37,338.84, not \$36,539.86. The payroll liability EFT had not been added in. The corrected check disbursement report was in the Board's packets.

Moved by Arlene to approve the meeting minutes of May 10, 2018, with the correction noted by the Clerk, Seconded by Nancy. All in favor, Motion carried.

TREASURER'S REPORT:

As of May 31, 2018, the following are the balances, along with the supporting bank documents.

Huntington Bank Accounts:

Delinquent Property Tax account balance is \$629.62.

Tax account bank balance is \$1,128.52.

Tax Disbursement account balance is \$2,269.00.

General Fund bank balance is \$145,007.94.

Michigan Class investment account balance is \$301,160.54.

Mercantile Bank Emergency Services Account is \$71,139.61.

Nancy stated she had her tax meeting with the County, and the taxes are about ready to be sent out.

Treasurer's report submitted, subject to audit.

AMEND & APPROVE BUDGET:

Clerk stated we need to make an adjustment to the budget as shown on the Agenda.

The Attorney line item needs to be amended. Discussion regarding this.

Moved by Claudia that we move \$5000 from unallocated funds to Gl # 101-266-807, to cover Attorney fees, Seconded by Nancy. All in favor, Motion carried.

CLERK'S REPORT & BUDGET/EXPENDITURE REPORT - FOR APPROVAL:

Claudia's Check Disbursement Report discussed and reviewed by the Board.

For approval – Huntington Bank, Check numbers 10215-10230 and numbers 10601-10608 and Payroll EFT totaling \$12,388.94.

Mercantile Bank, Emergency Services, Check number 1002 totaling \$39.64.

Moved by Nancy to accept the Clerk's report and authorize payment of all checks stated, Seconded by Arlene. All in favor, Motion carried.

NEW BUSINESS:

Ed Tyler, Spark of Marketing:

Ed said the new Township Website is up and running. He stated we've been doing some house cleaning, and Nancy and Claudia have been working hard to get the documents for the site updated. He will be getting the budget posted and the audit when it is done.

He said he went with a blue and gold type theme, Ovid-Elsie School colors. Since we are a farming community, he put bales of hay as part of the new layout. Right now the the site doesn't format well to a tablet or cell phone. He is working on that programming. The County link is there, recycling link, Michigan Township Association link, Hall Rental and more. He thought it would be nice to do a survey on the Website to see what people in our community might like to see done, how they feel things are going, any ideas they might have.

South Ovid Cemetery:

Supervisor Palen introduced David Wyrick, President of South Ovid Cemetery, and they have requested for Ovid Township to take over operations of the cemetery.

Also present is Gloria Herrington, Secretary-Treasurer of South Ovid Cemetery; her husband, Don, who is the Sexton; and Ross Baker is the Trustee of the Board.

Supervisor Palen also stated we have a DRAFT Ordinance we are going to act on.

He stated he sent the Rules he received from South Ovid Cemetery to our Attorney, as he prepared the Ordinance with State and Township Laws.

Supervisor Palen also stated we don't have a deed.
Clerk said everyone has a copy of the DRAFT Ordinance in their packet.
She suggested since everyone will be going to the Michigan Township Association Cemetery conference that maybe next month we could discuss this Ordinance and make changes. She further commented that we don't have everything together. This is the first time our Board has talked with the Board from South Ovid Cemetery, and this is all new for us. We want to make sure we do what we're supposed to legally.

Supervisor Palen said we could enter into the minutes that South Ovid Cemetery Board was here and formally requested that Ovid Township assume operations of South Ovid Cemetery, which would release them from their obligations in that regard.

Mr. Wyrick said they brought a couple boxes with them of Cemetery papers and other documents. Questions were asked of all four Cemetery board members, and they answered as best they could.

DRAFT Cemetery Ordinance:

Supervisor Palen said this would be tabled until next month's meeting once we've had a chance to review the DRAFT Ordinance and go to the Cemetery conference.

Resolution on Taxes Postmark Date, No. 2018-09:

This Resolution states that postmarks will not be considered to be the date of receipt of tax payments from now forward.

Moved by Nancy that we approve Resolution No. 2018-09, Seconded by Claudia.

All in favor, Motion carried.

Roll call vote was as follows:

Trustee Jennings West, "Yes."

Trustee Arlene Pesik, "Yes."

Treasurer Nancy J. Hughson, "Yes."

Clerk Claudia Barrett Pluger, "Yes."

Supervisor Gregory C. Palen, "Yes."

Everyone present. No one voting "No."

Resolution Adopted.

Road Contracts:

Supervisor Palen said we should have done these last month, but they weren't sent to the Clerk. Clerk commented \$120,000 was budgeted for road work, \$55,000 less than last year. Supervisor Palen said he thought they added up to more than he budgeted for. Clerk stated we have approved four road contracts totaling \$63,947.50. Supervisor Palen

said we should be okay because of cost sharing. There is a culvert that could be replaced, which can wait until next year. Supervisor Palen also said Shane Applebee will be taking care of the curbing expense on Baese Court. He said we could amend the budget to cover road work. He said we have to play catch up because the road money was spent on this Hall. Nancy said we do have the money. Continued discussion regarding road contracts. Moved by Jennings that we approve the following ten Clinton County Road Commission Contracts totaling \$89,424.25:

Various local roads – 500 ton spot gravel - \$6,455.00

Placement of 750 ton of 23a mod gravel:

Watson Rd from Wildcat to M-21 - \$6,900.00

Watson Rd from Townsend to Wildcat - \$6,900.00

Placement of 1500 ton of 23a mod gravel:

Watson Rd from Parks to Townsend - \$13,100.00

Walker Rd from Upton to Hollister - \$13,100.00

Walker Rd from Shepardsville to Upton - \$13,100.00

Placement of 600 ton of 23a mod gravel (spot gravel price):

Watson Rd from Parks South to dead end - \$6,408.50

Centerline Rd from Hollister West to dead end - \$6,408.50

Harmon Rd from Faragher North to dead end - \$6,508.50

Placement of 1200 ton of 23a mod gravel:

Woodworth Rd from Hollister to Meridian - \$10,543.75

Seconded by Arlene. All in favor, Motion carried.

UNFINISHED BUSINESS:

None.

REPORTS:

Assessor Diane Dowler – Diane said on July 17 the Board of Review will meet. The results of the Audit came back. It went well. We received a very nice letter. The Department of Treasury has an assessing reform bill before the Legislative. What this Bill is basically trying to do is have the counties do the assessment functions, instead of the assessors. There is an article in the June issue of the Michigan Townships Association Focus magazine that talks about it.

County Commissioner Kam Washburn – Kam reported the Audit for Clinton County was received. Everything looks good for the County. There is no general debt obligation in Clinton County.

Library – Nancy submitted minutes from the May 9, 2018, meeting along with the Librarian's Report of June 6, 2018. Also submitted were the expense trackers. Nancy said they talked about a time clock; however, they moved to go with a time sheet for all employees. Susan Tomasek Swan is being paid \$50 per quarter for doing the Treasurer position. She's doing a great job. Nancy suggested Susan be given a raise. Some felt if one gets a raise, then everyone should get a raise. They will review the budget, and see what they come up with.

OMESA – Trustee Jennings stated the fire hall has finally been started. Supervisor Palen commented there is one unresolved issue, which is whether the hall will have their own well or whether they will be required to tap into the City's water supply. Nancy and Arlene both commented that they would be getting their own well.

CAASA: Supervisor Palen said the CAASA meeting will be coming up next week.

Public Comments:

Madhu Anderson introduced herself. She's a candidate for State Representative in this District. She is a Republican running in the Primary. She lives in Bath, and she has three children.

Board Comments:

Adjournment: Meeting adjourned at 9:40 p.m.

Respectfully submitted,

Claudia Barrett Pluger, Clerk

Gregory C. Palen, Supervisor