

# APPROVED



## “ OVID TOWNSHIP

### ADMINISTRATIVE OFFICES

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

TRUSTEES: Arlene Pesik  
Jennings West

### **PROPOSED MINUTES OF OVID TOWNSHIP MEETING - JANUARY 9, 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:**

Ed Tyler, Deputy Zachary Smith, Mark Holley

#### **AGENDA:**

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

#### **PROPOSED MINUTES OF DECEMBER 12, 2019:**

Proposed minutes reviewed by Board. Moved by Jennings to approve the minutes from December 12, 2019, as written, Seconded by Arlene. All in favor, Motion carried.

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

December, 2019, the following are the bank balances, along with the supporting bank statements and Michigan Class Statements. Also included are the corresponding Bank Reconciliations for each statement. The first three reconciliations are from last month.

##### **Huntington Bank Account Balances:**

General Fund bank balance is \$110,439.16.

Tax account bank balance is \$338,357.91.

Delinquent Property Tax account balance is \$129.84.

Payroll account balance is \$12,412.15.

##### **Michigan Class investment account balances:**

General Fund is \$131,653.86.

Tax Account is \$160,095.57.

Emergency Services account is \$46,499.08.

Mercantile Bank Emergency Services Account is \$13,060.57.

The delinquent property tax account shows \$451.06 went in there, due to an incorrect drain code. With the help of BS&A, that amount is out and in the proper tax account fund. The tax account did not quite balance because we received some credit card payments, and the money hasn't come through yet. That tax account was closed, however, Point & Pay was not aware of that and credit card payments were using that account number.

Moved by Jennings that we accept the Treasurer's report as presented, bank statements and 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 10688-10700, payroll check numbers 127-134, totaling \$16,734.34; Mercantile Bank Emergency Services, check number 1026, totaling \$39.65. Also included is the Revenue and Expenditure Report ending 12/31/2019.

Moved by Jennings to approve payment of all checks as written, and approve the Payroll Bank Reconciliations, Seconded by Arlene. All in favor, Motion carried.

#### **NEW BUSINESS:**

##### **Snow Removal:**

Discussion regarding the two estimates we received for snow removal.

Moved by Arlene that we accept Maximum Pride Lawn Care's bid for snow removal, Seconded by Claudia. All in favor, Motion carried.

##### **Election Nourishment for 2020 Elections- March, August & November:**

Discussion regarding the upcoming three Elections and taking care of our Election Inspectors.

Moved by Arlene that we approve providing nourishment for the three 2020 Elections, Seconded by Jennings. All in favor, Motion carried.

##### **Budget Hearing Date:**

Discussion. It was decided that we would have the budget meeting before our regular board meeting on February 13, 2020, at 6 p.m.

##### **CAASA 2020-2021 BUDGET:**

Supervisor Palen presented the CAASA 2020-2021 Budget for our review. There are three budgets to review, one for the Ambulance Service and two for the Authority showing the difference in a \$3 versus \$6 per capita charge. Supervisor Palen explained the different aspects of the budget.

Specific changes in this budget are a pay increase of 3% to all staff, additional pay for FTO officers, additional pay for Jen, increased billing rates by 5% and established 3% retirement plan for staff.

We will vote on this at next month's meeting. Everyone can review this and be prepared next month.

**UNFINISHED BUSINESS:**

**Website - Ed Tyler, Spark of O.:**

Mr. Ed Tyler said he is turning his website business over to the radio station he now works for, THE O, WOAP. Everything will be in-house. They have their own servers. He is trying to get everything turned over to the new system from the current HostGator. Ed apologized and said he owes us six to seven months. Our new contract price will be \$450 for one year once the months owed are completed. He hopes to have the new Ovid Township Website up and running around the end of January. He will let us know if he's missing anything or needs anything from us. We would like to have the contract coincide with our budget year.

Ed also commented since this is Election year, he can take care of anything we might need, brochures for mailing, signs, newspaper ads, et cetera.

**Robert Meredith – Dog Complaint:**

Supervisor Palen commented he hasn't been able to get ahold of Mr. Meredith to talk about the dog situation.

**Public Comments:**

None.

**REPORTS:**

**Deputy Zachary Smith** – Deputy Smith reported crystal methamphetamine is huge in the City of Ovid and is spilling into our Township. There have been a lot of traffic stops involving crystal meth being brought in. It has been very bad the last couple of months.

There was a house fire on Hall Road where a gentleman died. We don't know yet how it started.

The gas pipeline on M-21 should be done soon hopefully.

Supervisor Palen inquired if there are many B&E's in our Township. Deputy Smith reported there are not many at all.

**Assessor Mark Holley** – The Board of Review organizational meeting will be March 3rd, 2020, at 10 a.m. The first public meeting will be Monday, March 9th, 2020, from 9 a.m. until 3 p.m. in Supervisor Palen's office. The second meeting will be on Wednesday, March 11th, 2020, from 3 p.m. to 9 p.m.

**Library** – Nancy supplied us with the minutes of the December 10th, 2019, Board Meeting, and the Librarian's Report of January 7, 2020, along with the expense trackers. They had an interesting meeting regarding turning in receipts for credit card purchases and mileage reimbursement because they aren't being turned in. The auditor commented on that. Jon Stanton will be at the Library January 14th for a book signing.

**OMESA** - Trustee Jennings reported the generator is finally working. The budget for next year was somewhat discussed. The City of Ovid paid their taxes. The building hasn't cost much to operate.

**CAASA** – Supervisor Palen commented earlier regarding CAASA and the budget.

**Board Comments:**

Supervisor Palen brought up the water softener. Claudia commented this one here has been plugged back in and salt added. We will talk to Jerry Stevens about updating the bid we had from him before.

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

Claudia Barrett Pluger, Clerk