



OID TOWNSHIP ADMINISTRATIVE OFFICES

APPROVED

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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 - MARCH 14, 2019

The regular meeting of the Ovid Township Board was called to order at 2:15 p.m. by Supervisor Palen with Pledge to the Flag.

MEMBERS PRESENT:

Supervisor Gregory Palen, Clerk Claudia Barrett Pluger, Treasurer Nancy J. Hughson, Trustee Arlene Pesik, Trustee Jennings West

ALSO PRESENT:

Kathryn Burkholder - Consumers Energy, Deb Shaughnessy, Don Herrington

AGENDA:

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

PROPOSED REGULAR MEETING MINUTES OF FEBRUARY 22, 2019:

Proposed meeting minutes reviewed by Board. Moved by Arlene to approve the February 22, 2019, minutes as printed, Seconded by Jennings. All in favor, Motion carried.

TREASURER'S REPORT:

February, 2019, the following are the balances, along with the supporting bank documents.

Huntington Bank Accounts:

General Fund bank balance is \$108,578.39

Tax account bank balance is \$356,453.56

Tax Disbursement account balance is \$2,853.04

Delinquent Property Tax account balance is \$129.14

Michigan Class investment account balances:

General Fund is \$306,394.95

Tax Account is \$108,499.96

Emergency Services is \$114,071.85

Mercantile Bank Emergency Services Account is \$48,083.10

Nancy moved some Emergency Services money from Mercantile to Michigan Class because we can earn so much more there. In the General Fund, we've made around \$6,000 in one year in interest.

Taxes have been settled at the County.

The tax recap document gives a breakdown of what has been disbursed to each entity.

Treasurer's report submitted, subject to audit.

AMEND AND APPROVE BUDGET:

Clerk stated we needed to make some year-end Budget adjustments as shown on the Agenda. Nancy commented the Emergency Services was never put in there.

Moved by Claudia to approve amendments to the Budget as follows, Seconded by Arlene, Move a total of \$6,690 from unallocated funds to the following in General Fund:

Assessor - Other Expenses, GL #101-257-740 (\$550)

Assessor - Postage, GL # 101-257-741 (\$750)

Board of Review - Salaries, GL # 101-247-702 (\$500)

Supervisor - Salary, GL # 101-171-702 (\$500)

Deputy Clerk, GL # 101-215-703 (\$1,000)

Deputy Treasurer, GL # 101-253-703 (\$250)

Clerk - Other Expenses, GL #101-215-740 (\$1,000)

Consumers - Street Lights, GL #101-450-920 (\$500)

Consumers - Electric, GL #101-265-920 (\$500)

Frontier Communications, GL #101-265-850 (\$245)

Payroll Tax, GL #101-101-862 (\$895)

Emergency Services –

OMESA Fire Services, GL #205-336-801 (\$36,000)

Current Taxes, GL #205-000-402 (\$163,000).

Emergency Services total is \$199,000

All in favor, Motion carried.

CLERK/BILLS - FOR APPROVAL:

Claudia presented the Check Disbursement Report for approval, and the Revenue and Expenditure Report for review. The Check Disbursement Report was discussed and reviewed by the Board. The payroll checks were out of sequence due to St. Johns Business and Tax Service accidentally missing it. It will be used in next month's payroll. For approval – Huntington Bank, Check numbers 10541-10546, 10364-10373,

totaling \$7,176.64.

Mercantile Bank, Emergency Services, Check number 1011 totaling \$39.64.

Also discussed was the Invoice from The Weekly. We would like to get an adjustment on the Invoice due to the errors printed in the paper.

Moved by Nancy to accept the Clerk's report and authorize payment of all bills from Huntington Bank and Mercantile Bank, along with the adjusted Invoice from The Weekly, Seconded by Arlene. All in favor, Motion carried.

Clerk also noted in each Board Member's packet is the 2019-20 Approved Budget.

NEW BUSINESS:

Kathryn Burkholder, Consumers Energy, Ovid Township Franchise Agreement:

Kathryn explained we have a 30-year franchise agreement with Consumers that allows Consumers to serve gas to our residents and businesses. This agreement is up for renewal in July. Kathryn went over the proposed Ordinance that was prepared. We will finalize this at next month's Board Meeting.

Consumers Energy Street Lighting Contract:

Board discussion regarding the 11 street lights and contract from Consumers.

Moved by Nancy that we approve the Consumers Energy Standard Lighting Contract, Form 548, and sign the Resolution they provided, Seconded by Arlene. All in favor, Motion carried.

Clinton County Road Contracts:

Moved by Claudia that we approve all 12 road contracts totaling \$213,634, Seconded by Nancy. All in favor, Motion carried.

The road contracts are as follows, and cost share does apply on some:

- Various local roads - Foliar Brush Spray
- Various local roads - Overband crack fill
- Various local roads - 500 ton spot gravel
- Meridian Road - Ovid City Limits to Kinley Road - Chip Seal using CRS2M, 29A Slag Stone and Fog Seal
- Ovid Street - Ovid City Limits to Kinley Road - Chip seal, slag stone, fog seal (as above)
- St. Clair - M21 to Parks Road - Chip seal, slag stone, fog seal (as listed above)
- Parks Road - Shepardsville to Upton - Regravel with 1500 ton of 23a mod gravel
- Parks Road - Upton to Hollister - Regravel with 1500 ton of 23a mod gravel
- Parks Road - Hollister to Meridian - Regravel with 1200 ton of 23a mod gravel
- Townsend Road - Chandler to Watson - Regravel with 1500 ton of 23a mod gravel
- Townsend Road - Watson to St. Clair - Regravel with 1500 ton of 23a mod gravel
- Centerline Road - 600' W of St. Clair - Replace existing rusted 72"x50' culvert with 12 ga polymer coated

UNFINISHED BUSINESS:

South Ovid Cemetery - DRAFT Ordinance:

Supervisor Palen commented he has reviewed the draft Ordinance Attorney Fahey prepared for us. There are some lot sizes, prices, and other things Supervisor Palen would like to check further on. Nancy commented a survey was done the week prior. We also need to talk further about the easement/right-of-way.

Board discussion regarding the cemetery and burial that needs to be done soon.

We will try to get with Kenny Wyrick and talk to him about an easement.

When we get the survey, we can send it to our Attorneys to look over, and then get the final documents prepared.

REPORTS:

Assessor's Report - Supervisor Palen commented Board of Review is done. There were 20 items to handle, three of which the people showed up with questions and protests. Everything else involved Veteran Exemptions. Sales activity last year was 50 percent more than the year before.

Library - Nancy supplied us with copies of the Library Board Meeting Minutes of February 5, 2019, and the Librarian's Report of March 5, 2019, along with the financial information/expense trackers. They have to get a new drinking fountain because the other rusted out at the bottom. It has to comply with the new regulations so they can fill their water bottles at it. Minimum wage is going up. That will affect one or two people at the Library. IT Right hasn't been hired yet.

OMESA - Trustee Jennings said the new equipment that was ordered came in. There are still two filing cabinets in the City that need to be moved to the new Fire Hall. Trustee Jennings, as OMESA's Secretary, commented he wants it broken down from now on of what each entity gives.

The fire hall open house is going to be May 18.

CAASA - Supervisor Palen said CAASA will be having an open house also on their new building.

PUBLIC COMMENTS:

None.

BOARD COMMENTS:

Supervisor Palen stated he has asked Debbie Shaughnessy to be his Deputy Supervisor, and she has accepted. She has many experiences that will be a help to our Township.

Adjournment: Moved by Arlene that we adjourn the meeting, Seconded by Claudia. All in favor, Motion carried.

Meeting adjourned at 3:34 p.m.

Respectfully submitted,

Claudia Barrett Pluger, Clerk

Gregory C. Palen, Supervisor