

Middlebury Township

PO Box 622, Ovid, Michigan 48866

Draft
Regular Meeting
7627 W. M-21, Ovid, MI
Tuesday, June 14, 2022 at 7:00 pm

REGULAR MEETING

Call to Order:

Supervisor Swan called the meeting to order at 7:00 pm.

Board Members Present:

Supervisor Jeffery Swan, Clerk Susan Tomasek Swan, Treasurer Carolyn Stevens, Trustee Greg Atwood (arrived 7:25 pm) and Trustee Gene Ruess (Absent), Jill Ruess, Deputy Treasurer, & Shawn Dilts, Deputy Clerk, Mike Herendeen, Deputy Supervisor

Guests Present: Guests were present: Gary Kiger & Marlene Webster, County Commissioner

Scheduled Comments: The county has sold all of its bonds for the pension.

On June 1, the State of Michigan Supreme Court identified that all courts have to be closed on Juneteenth. This is June 19, but due to it being a Sunday this defaults to June 20, 2022. This has been a significant issue for the county. The commissioners have determined that court employees will have this day off and not be penalized by not having it as a paid. The commissioners are not granting this holiday to the other departments as it would not be fair to the taxpayers with county offices not being accessible without adequate notice.

The cost for the restoration of the courthouse will be approximately \$4-5 million.

Public Comments: Opened at 7:02 pm Closed at 7:05 pm

Gary Kiger reported that another resident by the name of Ann Zachar requested he speak on her behalf regarding the condition of a headstone at the cemetery. Another family member had contacted the clerk and the sexton evaluated the situation and identified how the headstone issue will be resolved.

Motion to Approve Agenda:

Stevens made a motion to approve agenda. Tomasek Swan seconded the motion.

Voice Vote: Ayes: All Nays None Carried

Motion to Approve Minutes:

Stevens made a motion to approve the May 10, 2022 minutes as presented. Tomasek Swan seconded the motion.

Voice Vote: Ayes: All

Nays: None Carried

Motion to approve Bills

Tomasek Swan made a motion to approve bills from General Funds in an amount of \$ 7,357.34 with checks #5719-5735 2EFTs and Emergency Fund \$1,132.50 ck 1046 with the addition of the Daystarr bill for \$74.38 check #5736, MTA annual dues for \$1025.99 check #5737, for an updated total of \$9590.21. Stevens seconded the motion.

Upon Roll Call Vote, the following voted Aye: Stevens, Swan, Tomasek Swan

Upon Roll Call Vote, the following voted Nay: None Carried

Absent: Ruess, Atwood

Communications:

MTA- Annual picnic was attended by some board members. Next meeting in September 6, 2022. Middlebury is the scheduled host. Supervisor is coordinating with Caledonia Township on hosting duties. Update on Shiatown Park improvements.

Library- The next meeting is 6/15/2022. Clerk found an older copy (2016) of the bylaws of the library. It is not clear yet if these bylaws are still current. The previous library director had not been able to find the bylaws. If those bylaws are not current the library board will begin work on updating.

The city of Ovid did apprehend the vandals of the storage shed. A security system is being explored.

OMESA- Atwood reports that the concrete has been laid today. It may be 2 weeks before it can be driven on. Supervisor has been in contact with OMESA regarding networking needs and he will be assisting with setting this up. Testing continues with the siren and the radios. Atwood reports radios are working and everyone has one.

Clerk- Clerk reports that she has included a letter from the auditors in the packet. The audit is on June 22, 2022. If it is not all completed the auditors will return on June 23, 2022. A violation of grass ordinance letter was sent to the property owner. There is a second property in violation. Clerk has been in contact with the realtor selling the property. If the seller does not bring the property into compliance within a week the violation letter will be sent to the owner. A complaint is being lodged against two abandoned properties on Warren Rd. This may be the property that has had previous complaints but when the township tried to address there was too much garbage to allow for safe mowing. Supervisor will address with county if township is unable to address.

Clerk provided reminder of upcoming election. Clerk requested approval of additional township training for potentially 5 election workers, focusing on the hands-on training. The training provided at the county does not provide robust training. Atwood made a motion to allow for up to a 3-hour training for up to 5 election workers at their established rate of pay. Steven seconded the motion.

Upon Roll Call Vote, the following voted Aye: Stevens, Swan, Tomasek Swan, Atwood

Upon Roll Call Vote, the following voted Nay: None Carried

Absent: Ruess

Assessor- Nothing to report

Business:

1. **Cemetery- Buy back Malinak** Request has been made by owner of 1 plot to buy back. It was purchased on 10/29/2005 at a non-resident rate of \$450. Given current policies the township will buy it back for \$275. Atwood is making a motion for a check to be made in the amount of \$275. Stevens seconded the motion.

Upon Roll Call Vote, the following voted Aye: Stevens, Swan, Tomasek Swan, Atwood

Upon Roll Call Vote, the following voted Nay: None Carried

Absent: Ruess

Transfer Plots Sear to Manusa Clerk was contacted by nephew indicating that his aunt and uncle would like to transfer their unused plots. Clerk is requesting the board decide what process and documentation will be necessary for this to occur. Suggestion was made that the owner of the plots provide a notarized document that authorizes transfer ownership. Clerk will follow up with family to determine if they would like to move forward. Township will draw up a transfer document, owner will sign and notarize, the document is then forwarded to the board for approval.

2. **SKE Review** Clerk discussed that our auditors are requiring the SKE review. Discussion regarding who will be requested to complete this audit. It is unclear if previous individual will be available. Clerk will outreach to that individual. If he is unable to complete, the board will explore other options.
3. **Cemetery Fence, Driveway, Sign and Survey** Contact Matt regarding removal of the fence and other items on the property. The overall poor condition of the back of the cemetery was discussed. Discussion also occurred regarding whether an official sexton should be employed to provide oversight and maintenance of the cemetery. Stevens made a motion to remove the fence and clean up the west side of the property. Atwood seconded the motion. Supervisor will continue to attempt to reach the west side property owner. Supervisor will contact a local company to discuss driveway repair.
4. **198 Glenwood Dr Property** There are 2 trailers on the property and the owner is deceased. Supervisor is working with the county regarding the condition of the property and enforcing the ordinances.
5. **Driveway/Front property** Concerns regarding brush at driveway identified which impairs visibility when leaving the hall. Clerk has identified that election days are a concern with the higher traffic at the hall.
6. **Hall Maintenance-** Supervisor identified that the hall needs work. Supervisor and son will be power washing the building and updating the hall signage. The weeds around the building are an issue and there is inconsistency of the landscaping and upkeep of the property. Clerk will talk with current maintenance person about board's dissatisfaction with service. Supervisor and son

will be addressing the interior lighting. There is also a groundhog that is residing under the hall and is chewing on the doors.

7. **Land Split fee** The active resolution does not match the current fees. The decision was made to have the clerk create a resolution to rescind the active resolution. It will be presented at the July 2022 meeting.

Final Comments: Opened at 8:40 pm Closed at 8:41 pm

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Motion to adjourn the meeting: Adjourned at 8:41 pm

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Next meeting July 12, 2022 at 7:00pm

X

Shawn Dilts
Deputy Clerk