

Middlebury Township

PO Box 622, Ovid, Michigan 48866

Draft

Election Commission / Regular Meeting

7627 W. M-21, Ovid, MI

Tuesday, July 12, 2022 at 6:45 pm & 7:00 pm

Election Commission Meeting

Call to Order:

Clerk Tomasek Swan called the meeting to order at 6:46 pm.

Board Members Present:

Supervisor Jeffery Swan, Clerk Susan Tomasek Swan, Treasurer Carolyn Stevens

Guests Present: Guests were present: Gary Kiger, Deputy Clerk Shawn Dilts, Trustee Gene Ruess,

Public Comments: Opened at 6:46:pm Closed at 6:47 pm

Motion to Approve Agenda:

Carolyn Stevens made a motion to approve agenda. Jeffery Swan seconded the motion.

Voice Vote: Ayes: All Nays None Carried

Business:

1. Appointment of August 2, 2022 Election Inspectors

Susan Tomasek Swan made the motion to approve the following: Shawn Dilts (Dem) , Emily Dilts (Dem), Mary Black (Rep), Connie Walter (Rep), Carolyn Stevens (Rep) as election inspectors for the August 2,2022 Primary Election. Carolyn Stevens second the motion.

Carried on voice vote.

2. Set Public Accuracy Test

Susan Tomasek Swan made the motion to set July 25,2022 at 3:00 pm for the Public Accuracy Test. Carolyn Stevens second the motion

Carried on voice vote

Motion to adjourn the meeting: Adjourned at 6:49 pm

Susan Tomasek Swan made the motion to adjourn the meeting. Jeffery Swan second the motion. Carried on voice vote.

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 and Trustee Gene Ruess

Guests Present: Guests were present: Gary Kiger, Deputy Clerk Shawn Dilts, Deputy Treasurer Jill Ruess, Deputy Supervisor Mike Herendeen, Tim Hehrer, Assessor Mark Holley(arrived 7:20 pm)

Scheduled Comments: County Commissioner Absent

Public Comments: Opened at 7:02 pm Closed at 7:12 pm

Tim Hehrer requested a traffic survey be conducted on Laurena Dr due to the high speed of vehicles. He is also requesting a mowing of the south side of Warren Rd at M-21. Supervisor Swan will contact Shiawassee County Road Commission to discuss both items. Trustee Ruess discussed the gravel trucks that are loading up, scaling, and are driving down Wilkensen and Baldwin Roads. Trustee Atwood is inquiring if he is recalling that the county received a grant to repair the Austin Road bridge. It was confirmed that occurred. Supervisor Swan will contact the county about the timeline for the repair. Discussion occurred that many projects were delayed due to the pandemic and now the difficulty in obtaining supplies. Discussion occurred regarding zoning for solar farms. Gary Kiger has concerns about the county's paving of the approach on Baldwin at McBride roads. Supervisor Swan will follow up on this issue with the county.

Motion to Approve Agenda:

Susan Tomasek Swan made a motion to approve agenda as amended. Greg Atwood seconded the motion.

Voice Vote: Ayes: All Nays None Carried

Motion to Approve Minutes:

Greg Atwood made a motion to accept as presented June 14, 2022 minutes Susan Tomasek Swan seconded the motion.

Voice Vote: Ayes: All Nays: None Carried

Motion to approve Bills

Susan Tomasek Swan made a motion to approve bills from General Funds in the amount of \$12,110.94 with checks #5736-5755, 8 EFTs and Road Fund \$9,135.18 ck 1074. Carolyn Stevens seconded the motion.

Roll Call Vote:

Ayes: Greg Atwood, Carolyn Stevens, Jeffery Swan, Gene Ruess, Susan Tomasek Swan

Nays: None carried

Communications:

MTA- Supervisor Swan reports that the July meeting was the last MTA meeting held until September, when Middlebury is the host at Caledonia Township Hall.

Library- Clerk Tomasek Swan has included meeting minutes in the board packet. There continues to be vandalism at the library. They are exploring security camera options to address the vandalism. Several systems are being explored.

OMESA- Supervisor Swan reports that the concrete pad is poured and the area is grated behind the building. Drainage is good. Trustee Atwood reports they are looking to put in concrete stops to protect the building. Honored the funeral of the former OMESA fire chief.

Clerk- Clerk Tomasek Swan reports that the L4029 from RESA arrived. She has received information about a texting system to our citizens. It is generally utilized for alerts. The Van Over headstone repair is being addressed. The family will be paying the cost of the repair. Clerk has completed a fund accounting class and a capital outlay class. She has an upcoming internal control class.

Assessor- Assessor Holley reports that the PRE has been removed by the Governor for the Board of Review. The PRE's will now go through the county treasurer instead of the township treasurer. The process is unclear of how notifications will occur. It will be likely be difficult for the necessary individuals to be kept up to date in a reasonable way. Next Board of Review is July 19, 2022.

Treasurer: Treasurer Stevens brought information about a cremains storage option for the cemetery. The unit she presented was a cost of \$15,000 with 48 units.

Cemetery: Supervisor Swan spoke to the east side neighbors who are in agreement that they do not have any limits regarding the fence. He also identified that the cemetery sign needs to be replaced. Research will occur about the cremains storage options. Board will develop a plan for cemetery improvements.

Business:

1. **SKR Review:** Susan Tomasek Swan made a motion to Approve William Lasher for SKR Review. Greg Atwood seconded the motion. Roll call vote: Ayes: Susan Tomasek Swan, Gene Ruess, Carolyn Stevens, Greg Atwood, Jeffery Swan Nays: None carried
2. **Insurance Policy Renewal** Clerk Tomasek Swan brought the renewal paperwork and is requesting Board members to also review. There were additional riders available to also be reviewed and decided upon. Current insurance policy expires 9/30/2022.
3. **Pre-Approval of August Bills** Township board does not meet in August. Clerk Tomasek Swan made a motion to preapprove the August bills. Gene Ruess seconded the motion. Roll Call Vote: Ayes: Carolyn Stevens, Greg Atwood, Gene Ruess, Jeffery Swan, Susan Tomasek Swan Nays: None carried Susan Tomasek Swan made a motion that the August election workers are paid with the August bills. Greg Atwood seconded the motion. Roll Call Vote: Ayes: Susan Tomasek Swan, Greg Atwood, Carolyn Stevens, Jeffery Swan, Gene Ruess Nays: None carried
4. **Aug 16th deadline for November ballot language** Clerk Tomasek Swan reports that 8/16/2022 is the deadline for ballot language changes for the November election. If the Emergency Service millage doesn't pass at the August election then a special board meeting will be called to pass a resolution to be placed on the November ballot.
5. **ARPA Funds** Clerk reports that the second payment was received. Discussion occurred regarding ideas for ARPA fund use. Some of the ideas included road issues, drain issues, internet improvements, driveway maintenance. The ARPA fund use rules have changed since the money was first announced.

6. **MTA hosting meeting purchase motion** Supervisor Swan made a motion to approve \$100 to cover the cost of refreshments at the September MTA meeting that Middlebury is hosting. Gene Ruess seconded the motion. Voice votes: Ayes: All Nays: None
7. **Resolution 2022-12 Rescinding Resolution 2006-11** language updates made to the draft of the resolution. Clerk Tomasek Swan made a motion to accept the resolution with corrections. Treasurer Stevens seconded the motion. Deputy Supervisor Herendeen will review the resolution prior to next presentation to the board.

Final Comments: Opened at 8:03 pm Closed at 8:32 pm Deputy Supervisor Herendeen was approached about OMESA establishing an honor guard. There is some level of cost that will need to be discussed, as well as training. This will be discussed at the next OMESA meeting. Discussion regarding township hall lawn maintenance and the improvements that have occurred. Current provider of the lawn maintenance identified issues that have occurred that the snow plow company created with ground ruts and pushing the parking lot gravel into the grass area. He has requested that during the spring season that work occur to smooth the lawn so that the mower blade is able to evenly cover the grass. Current provider has also identified that with the clearing of trees in front of the township property there is a greater area for lawn maintenance and his contract needs to be renegotiated. Gene Ruess has spoken to a contractor about the driveway improvement. The company is booked and it is unlikely that the project will be completed this year. Greg Atwood explored the overgrown property on Warren Rd discussed at June's board meeting. He is unable to find any large items that would prevent care and maintenance. The treasurer will attempt to find the address of the owner of the property so that they can be served with the certified letter. Supervisor will consult with MTA about the statute regarding next steps.

Motion to adjourn the meeting: Adjourned at 8:32 pm

Next meeting September 13, 2022 at 7:00pm

X



Shawn Dilts
Deputy Clerk