

Middlebury Township

PO Box 622, Ovid, Michigan 48866

Draft
Regular Meeting
7627 W. M-21, Ovid, MI
Tuesday, September 12, 2023 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 Jill Ruess, Trustee Greg Atwood and Trustee Gene Ruess

Guests Present: 11 Guests were present: including Deputy Clerk Shawn Dilts; County Commissioner Marlene Webster; Deputy Burns; Deputy Supervisor Mike Herendeen

Scheduled Comments: Commissioner report: Courthouse scheduled to be finished on 10/5/2023. Veteran's building had a grand opening a couple of weeks ago. On 9/20/2023 Pleasant View is having an open house as they now have in house dialysis available. Commissioner participated in a bus tour that provides education to ag farms. It is free to all elected officials.

Sheriff report: Encouraged contact with him for any needs.

Public Comments: Opened at 7:03 pm Closed at 7:03 pm

Motion to Approve Agenda:

Trustee Atwood made a motion to approve agenda as presented. Trustee Ruess seconded the motion.

Carried on voice vote

Motion to Approve Minutes:

Treasurer Ruess made a motion to approve July 11, 2023 minutes, August 7, 2023 minutes, and September 5, 2023 minutes. Trustee Atwood seconded the motion.

Carried on voice vote

Motion to approve Bills

Clerk Tomasek- Swan made a motion to approve bills from General Funds in the amount of \$7,231.09 with checks #6004-6017 1EFTs and Emergency Fund \$1,237.50 ck 1053 and Road Fund Ck #1080 for a total \$65,961.51. Treasurer Ruess seconded the motion.

Upon roll call vote the following voted Aye: G. Atwood, G. Ruess, J. Ruess, S. Tomasek Swan, J. Swan

Upon roll call vote the following voted Nay: None

Motion Carried

Communications:

MTA- Supervisor reports that brining is no longer allowed which will increase cost of road maintenance. Statewide all septic systems are now required to be inspected. Inspections are paid for by a grant. Any repairs needed will be paid for by the homeowner. All homes will be inspected. Health department has a program for water testing.

Library- Representative was absent to the last library meeting.

OMESA- The new truck is nearing build status. Anticipated delivery is March or April 2024. New ordinances are in development for payment coverage.

Clerk- Consolidated with Owosso Charter Township for the November 7, 2023 Owosso School Election. Clerk is required to be at the township hall the day of election from 7 am to 8 pm for last minute voter registrations. Clerk will also be responsible for absentee ballots and delivery of them to Owosso Township.

Assessor- L 4029 approved. Assessor is recommending a full day thorough assessment of the racetrack property with the change in tax status from agriculture to commercial, as well as the upgrades that have been made. The intent is to have fairness for the commercial business.

Treasurer- No new report

Business:

1. **SATA Commitment Letter** Total ridership of regular SATA was 46 since joining as a participant in May 2023. SATA reports that these represent usage of 1-2 people riding. This equals \$45.80/ride. Supervisor Swan made a motion to not renew the commitment letter. Treasurer Ruess seconded the motion.

Upon roll call vote the following voted Aye: G. Atwood, G. Ruess, J. Ruess, S. Tomasek Swan, J. Swan

Upon roll call vote the following voted Nay: None

Motion Carried

2. **Burham and Flowers Insurance Policy** Clerk has not received the documentation from them yet. This is due on 10/1/2023.
3. **Driveway Update** Supervisor reports that a drawing must be completed by a civil engineer before next steps. Landowner was contacted about township purchasing a section of the frontage. Landowner is willing to explore this.
4. **L 4029 Tax Rate Approval** Clerk Tomasek-Swan made the motion to approve the L 4029 as presented and authorize the Clerk and Supervisor signing said document. Trustee Ruess second the motion.
Carried on voice vote

5. **F 65 Approval** Treasurer Ruess made the motion to approve the F65 as presented and authorize the Clerk signing and filing said document. Trustee Atwood second the motion.

Motion carried on voice vote

6. **Clerk/Deputy Clerk replacement** Supervisor discussed the roles that will need to be covered. This includes Library Board Member, Cemetery administration, FOIA coordinator, Office Manager, Clerk, and Deputy Clerk. Some of these roles can be combined and do not need separate individuals. Treasurer Ruess presents two individuals in our community that are interested in the Clerk and Deputy Clerk roles. Township board is suggesting that current clerk be retained for training of new clerk and deputy clerk.

- Trustee Atwood made a motion to appoint Jamie Aldrich as clerk effective 10/1/2023. Treasurer Ruess second the motion.

Upon roll call vote the following voted Aye: G. Atwood, G. Ruess, J. Ruess, J. Swan

Upon roll call vote the following voted Nay: None

Abstain: S. Tomasek-Swan

Motion Carried

- Supervisor Swan made a motion for the township to pay Jamie Aldrich \$20/hr. for training until 10/1/2023 when she becomes clerk. Treasurer Ruess second the motion.

Carried on voice vote

- Treasurer Ruess made a motion to pay current clerk, Susan Tomasek-Swan, \$20/hr. to train the new clerk and/or deputy clerk as needed up to 16 hours per week for 6 months starting 10/1/2023. Supervisor Swan second the motion.

Carried on voice vote

- Trustee Atwood made a motion to hire Angela Wheeler for the office administrator position at \$20/hr., up to 16 hours per week effective immediately. Treasurer Ruess second the motion.

Carried on voice vote


7. **Wheeler Rezoning-** The rezoning meeting occurs on 9/27/2023 at 7 pm at the Surbeck building in Corunna, MI.
8. **Renewable Energy District** No board comments
9. **Planning Unit Development** No board comments
10. **Library Board Replacement** Supervisor Swan made a motion to appoint Trustee Greg Atwood as Library Board member. Treasurer Ruess second the motion.

Carried on voice vote

Final Comments: Opened at 8:17 pm Closed at 8:22 pm Attendee commented that training of right seat and left seat are important. Discussion of land around the race track, developments proposed, and tax impact.

Motion to adjourn the meeting: Adjourned at 8:22 pm

Next meeting October 10, 2023 at 7:00pm

X 
Shawn Dilts
Deputy Clerk