

Middlebury Township

PO Box 622, Ovid, Michigan 48866

Regular Meeting
7627 W. M-21, Ovid, MI
Tuesday, July 9, 2024 at 7:00 pm

REGULAR MEETING

Call to Order:

Supervisor Swan called the meeting to order at 6:58 pm.

Board Members Present:

Supervisor Jeffery Swan, Clerk Jamie Aldrich, Treasurer Jill Ruess, Trustee Greg Atwood.

Board Members Absent: Trustee Gene Ruess

Guests Present: Guests were present: 11 Rex Wheeler, Dennis Wheeler, Gary Keiger, Josh Haley , Matt Tribfelner, Tony Newman, Mike Herendeen, Paula Strachota, Tony Strachota, Mark Holly, and Carl Chalker

Scheduled Comments:

Public Comments: Opened at 7:00 pm Closed at 7:53 pm

Carl Chalker brought concerns regarding plot availability. He purchased plots for he and his wife and now there is a tree growing there and the headstone is cracked. He has a late wife in the cemetery as well and was advised (years ago) no plots were available near her location. This is in Section C. Sexton will go and look at the plot and follow up.

Paula Strachota (305 E Pearl St) brought concerns about ongoing water issues at her residence. Paula voiced that the water being diverted to her property is causing critical issues to her home that need to be addressed. She clarified that after the last meeting she felt the board was left understanding the issue at hand was the drain and that is not correct. The issue at hand is that the road, Pearl St, was changed by the county last fall. This changed the grade of the road, which then altered the direction of the water. This is when she started experiencing problems with her basement wall. Her big concern is that this Thursday (7/11/2024) Pearl St is going to be paved and she fears the same grade of the road will be applied on top of the fact that the the road will be an additional 1.5" higher. The discussion lead to Paula reaching out to other entities because the township does not maintain the road in this situation, it is either the City of Ovid or the County.

Tony Newman Shiawassee County Drain Commissioner was present and spoke about the great job done at the Owosso Speedway with their recent project. Three retention ponds were put in that drain at a very slow rate to control speed and flow of water to the drain this replaces the natural drainage of the land as it gets developed. 2 county drains were affected and Owosso Speedway replaced them and put in new tile that was larger than recommended. Tony advised The Board to highly consider an Ordinance for

Storm Water Review. This was recently passed at the county level and he highly encourages to establish an ordinance at the township level to protect county drains.

Rex Wheeler and Dennis Wheeler from Owosso Speedway. Rex spoke of the Phase I project that is underway and projected to complete by April 2025. The project includes a driveway on the west end of the track to the new concrete pits. 2 county drains were replaced, 3 retention ponds put in for proper drainage, new stands on west end and in the pits. There is a Phase 2 and Phase 3 with short and long term goals. Rex stated a goal is to host a NASCAR Truck Series race by 2030 and another is to gain zoning to host events in the offseason to continue to operate. Rex stated the main purpose for the property is to be an automobile race track and that will not change but things may be added in addition to. The overall goal is to be "The nicest, safest short track in the world." Rex feels they are on their way to achieving this and safety is a top priority always for all involved.

Gary Keiger spoke and complimented Rex Wheeler and his crew on a job well done. Gary expressed his satisfaction with the track and the improvements being made, the community involvement and positive response from all.

Josh Haley is running for County Commissioner. It is his goal to preserve farm land and local control.

Motion to Approve Agenda:

Jeff Swan is adding #5 Lawn Ordinance and #6 Cemetery Sell Back to the agenda

Greg Atwood made a motion to approve the agenda with the amendments as stated by Jeff Swan. Jill Ruess seconded the motion.

Voice Vote: Ayes: All (J.Aldrich, G.Atwood, J.Ruess, J.Swan) Nays None Carried

Motion to Approve Minutes:

Jill Ruess made a motion to amend the minutes as follows: update spelling errors-there are 2

Greg Atwood seconded the motion.

Voice Vote: Ayes: All (J.Aldrich, G.Atwood, J.Ruess, J.Swan) Nays: None Carried

Motion to approve Bills

Jill Ruess made a motion to approve bills in the amount of \$8997.16 (less check 6172 for \$273.48 payable to Applied Innovations); from General Funds checks #6171-6184 totaling \$8847.43 (less check 6172 for \$273.48 payable to Applied Innovations) and EFTs 328-330 for \$149.73. Greg Atwood seconded the motion.

Jill raised the question about paying the Applied Innovation invoice since it is through Sept 2024 but a new contract was just entered for a leased copier. Jamie will call them and ask how the billing will work and Jill will hold onto the check. If they will credit the bill we will send the payment. If they want to bill differently then we will void the check and pay out new invoices.

Roll Call Vote: Ayes: All (J.Aldrich, G.Atwood, J.Ruess, J.Swan) Naes None Carried

Communications:

MTA- next meeting Jeff shows is August 6 but he will check that because it's election day and there was question if they hold meetings in the summer outside of the picnic. Jeff will get a schedule of future meeting dates for the board.

Library- Budget was approved at last meeting.

OMESA- will be having an event at the Blue Moon where the new truck will be on display

Clerk- AV ballots just arrived and will be being sent this week. AV Applications were mailed out.

Treasurer- no update.

Assessor- Veterans that are 100% disabled have reported receiving tax bills because they were not coded correctly in the system. This is highly upsetting to all.

Business:

- 1.) **Public Accuracy-scheduled for Thursday August 1, 2024 8-1030am.** Notice will be published week of July 23rd
Election Commission will need to be in attendance. Discussion was had about the date for Election Commission Special Meeting deadline, Jeff and Jamie will look for it and follow up. This notice will need to be posted as well. Tentatively, the meeting will be held Thursday, August 1, 2024 at 745am (just prior to Public Accuracy)
- 2.) **Cemetery Policy Review**
 - a. **Sexton Duties Resolution 2010-06**
Matt Tribfelner was present and presented items that he felt should be removed from Sexton job duties, the board agreed with his recommendation. Jamie will type up a new resolution for the next meeting
 - b. **Amendment to Middlebury Cemetery Rules Resolution 2006-07**
Board agreed no changes or updates to this amendment
 - c. **Amendment to Middlebury Cemetery Rules Resolution 2006-08**
Board agreed no changes or updates to this amendment
 - d. **Middlebury Township Cemetery Schedule of Fees**
Board reviewed schedule of fees and agreed to use Jeremy McCallister and his business for all burials, full as well as cremains. This means fees will go up according to his prices. Specifically the cremation burials will be \$350. This is his cost and will be paid directly to him from the funeral home, the township adds nothing to this cost at this time.

Cemetery Policy review will be moved to September board meeting.
- 3.) **Resolution for Authority for payments without meeting**
Resolution was reviewed and the board determined it is sufficient to cover the paying of bills without a scheduled meeting in August
- 4.) **Temporary Office Manger Duties & Responsibilities**

Board reviewed current Resolution and agreed it needs more discussion to finalize job duties and responsibilities for the position. It was discussed to post the position on various social media sites and job sites. The clerk asked whom would manage all the applications and interview scheduling because with upcoming election she does not have capacity to do so and would need board help. With more discussion the board agreed that the position should be filled as soon as possible and we will advertise word of mouth and see what comes about.

5.) Lawn Ordinance

- a. Complaint on empty lot on Warren Rd
This is an empty lot that is less than 2 acres and is not being mowed, it is in violation of the Township's Weed & Lawn Ordinance. Jeff will get the parcel number of the property because there is not an address since it's an empty lot and then Jamie can send notice
- b. Complaint on 453 N Baldwin Rd
Township will drive by the property and mail notice.

6.) Cemetery sell back

Jeff had an inquiry from someone about selling back plots to the township. We need to have the Section, row and lot number as well as who purchased and when.

Old Business

1. Cloud BSA, reports Jamie to call Nancy Houghson at Ovid Township.
This is really two separate items. Jeff presented on Cloud BSA- it is \$9900 per year and they can bill it in 3 separate billings to split it up. The cost to move to cloud and 2 weeks of training is \$18,800.
The question about board reports has been resolved, item to call Nancy Houghson can be removed.
2. Cell phone for the treasurer.
Jill reported she does have the phone but is working to get it set up.
Carry over to next month
3. Update Chart of Accounts-
No updates. Carry over to next month
4. Driveway-
Jeff reported they are again playing phone tag. Carry over to next month
5. Township Website-
Jeff emailed demo website to all.
Jill Ruess made motion to allow Supervisor Swan to enter into a contract with Munbit for new website at \$119/mo payable annually. Jamie seconded the motion.
Roll Call vote:
Ayes: All (J.Aldrich, J. Ruess, J.Swan) note: G.Atwood was not present
Nays: None
6. Cemetery Issues follow up

- a. Case-Met with Jamie this week to look at plot availability. The family will contact if they decide to purchase new plots in Middlebury Township. They are also considering Ovid Cemetery. This can be removed from agenda.
 - b. Solcum-Jeff stated he tried to call 3 times, no answer or response. Considered resolved. This can be removed from agenda.
7. Applied Innovations- contract signed and emailed 7.2, about 4 weeks for delivery.
8. Michigan Township Participating Plan (MTPP) renewal-see attachments
Jamie emailed information to the board. Jeff will meet with Jamie at the hall on August 3rd to work together to fill out the information.
9. Manor Costerisan- Engagement Letter for Internal Control Review and Policy Development
No updates. Carry over to next month. Jamie to call MTA and ask for recommendations for auditing companies so there is not a conflict between our audit and assisting with the Tax Statement.

Final Comments: Opened at 10:06 pm Closed at 10:06pm

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Supervisor Swan Adjourned meeting at 10:07pm with no objections.

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Next meeting September 10, 2024 at 7:00pm

X

Jamie Aldrich

Clerk