

# Middlebury Township

PO Box 622, Ovid, Michigan 48866

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Regular Meeting  
7627 W. M-21, Ovid, MI  
Tuesday, November 12, 2024 at 7:00 pm

## REGULAR MEETING

### Call to Order:

Supervisor Swan called the meeting to order at 7:03 pm.

### Board Members Present:

Supervisor Jeffery Swan, Clerk Jamie Aldrich, Treasurer Jill Ruess, and Trustee Gene Ruess

### Guests Present: Guests were present: 9

Mark Darling, Ron Powell, Mr. Chalker, Diane Aldrich, Gary Kiger, Josh Haley, Mike Herendeen, Carrie Meisel, Jodi Medina.

### Scheduled Comments: NONE

### Public Comments: Opened at 7:04 pm Closed at 7:10 pm

Josh Haley, going to be our new county commissioner starting January 1<sup>st</sup> 2025

Gary Kiger, has a gripe to address. Someone in a county truck went by too fast and too close and blew his hat off. He is going to chase them down and let him have it. Jeff let him know that he could call the sheriff. He gave him the phone number to call and have them patrol the area.

### Motion to Approve Agenda:

Jill made a motion to approve agenda with addition #4 and #5. G. Ruess seconded the motion with amendments.

Voice Votes: Ayes: All                      Nays: None

Jill made a motion to approve the October minutes with amendment of adding Treasurers office is by appointment only. J. Aldrich seconded the motion as amended.

Voice Vote: Ayes: All                      Nays: None

### Motion to approve Bills

J. Ruess made a motion to approve bills from General Fund ck#6243-6263 \$18,491.00 Road checks 1089-1091 for \$122,201.08 and EFT'S \$2,519.07 For a total amount \$143,211.15.

J. Aldrich seconded the motion.

**Roll Call Vote: Ayes:**

J. Aldrich Yes J. Ruess Yes G. Ruess Yes J. Swan Yes –

Nay:0

motion passes

**Communications:**

MTA- December 3<sup>rd</sup> at Bennington Township Hall

Library- Received new landscaping,

OMESA- Some retiring will have a meeting coming up.

Clerk- Election update, went over numbers here and early voting numbers. We didn't have any real issues with election, all went smooth.

Assessor- Will be busy on December 31<sup>st</sup> with the speedway.

Treasurer- Would like to attend a treasurer conference. J. Swan made the motion to have Jill and Carrie Attend conference and purchase materials/books. G. Ruess second the motion.

**Roll Call Vote: Ayes:**

J. Aldrich Yes J. Ruess Yes G. Ruess Yes J. Swan Yes

Nay: 0

Motion passed

**Business:**

1. Cemetery update- Chalker foundation. Will wait till spring/summer to see why this is continuing to happen, they will make the determination on what to do. Jodi gave board rough draft of rules and regulations for board to look at. Some changes were made and will need to be looked at. She is working on SOP. All forms are complete such as transfer of plots, selling back, sale receipt, etc.
2. IRS Update- Received a check from IRS for over payment. Will complete this week.
3. Tax Account Update- Jamie and Jill worked on that this weekend. Jill will work on the account with the previous clerk. Wanted to be transparent with the situation. J. Ruess made a motion to pay Susan Swan \$50.00 an hour not to exceed \$600.00 to help balance the tax account for February 2024. G. Ruess Second the motion.

**Roll Call Vote: Ayes:**

J. Aldrich Yes J. Ruess Yes G. Ruess Yes J. Swan Yes

Nay: 0

Motion passed

4. ARPA: Carrie and Jill figured out the password and were able to file the report. All the ARPA funds have been spent.
5. Election update for trustees. There was a tie Ronald Powell 16 to John Buck 16. Board of Canvassers will set a date for the tie breaker. This will happen Friday the 15<sup>th</sup> at 1:00pm at the county clerks office in Corunna. J. Swan will let Mr. Buck know that he will need to attend or he can have someone assigned to pick for him.
6. Snow plow contract for 2024-2025. Monroe sent a proposal for snow removal. J. Ruess made a motion to hire Monroe Lawn Care and Snow Removal to do our snow removal for 2024-2025 season. G. Ruess second the motion.

**Roll Call Vote: Ayes:**

J. Aldrich Yes J. Ruess Yes G. Ruess Yes J. Swan Yes

Nayes:0

Motion passed

Old Business:

- 1.) BS&A Cloud- J. Swan thinks it is too costly at this point. Will remove off business for time being.
- 2.) Township Website. Jeff has had discussions with Munibit, they are having problems logging into the website. It is not available for public at this time. Jeff will continue to work on this.
- 3.) Cemetery plot refund and form and Cemetery SOP- Covered above
- 4.) Audit Update. Jamie and Jill have given them the things on the list several times. They will continue to work on this.
- 5.) Appointing a Trustee. Covered above
- 6.) Office Manager job description. Have updated Office Manager Duties list. Amendments being made. Jill will make some changes and clean up the have it added to the SOP.
- 7.) Driveway acquisition Rec. Invoice-PAID IN OCT from Spicer for survey G. Ruess talked to Spicer about stakes being placed back in the original place. G. Ruess will call again to have this resolved.
- 8.) Meeting in August-Will discuss in December.

**Final Comments: Opened at 8:21 pm Closed at 8:21pm**

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

Next meeting December 10<sup>th</sup>, 2024 at 7:00pm

X

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Angela Wheeler  
Deputy Clerk

