

Middlebury Township

PO Box 622, Ovid, Michigan 48866

Middlebury Township Hall

7627 W M21, Ovid Michigan

Election Commission and Regular Board Meeting

Wednesday, October 12, 2016 at 7:00 pm

Election Commission Meeting

Call to Order:

Clerk Tomasek Swan called the meeting to order at 7:00 pm with a pledge to the flag and a prayer led by Richard Semans.

Board Members Present:

Supervisor Michael Herendeen, Clerk Susan Tomasek-Swan, Treasurer Carolyn Stevens, Trustee Gary Kiger-Absent and Trustee Richard Semans

Guests Present:

There were nine guest present. Some of the guest included, Arlene Pesik, Corky McCreery, Karl Heckman, Greg White, Rose Brown, Diane and Mike Dowler, Bill Tucker and Carl Chalker.

Public Comments: **Opened at 7:00 pm Closed at 7:00pm** None

Business:

1. Approval of Election Inspectors

Clerk Tomasek Swan made a motion to approve the following individual as election inspectors: Susan Tomasek-Swan (D) Shawn Dilts (D) Colleen Ruess(R) Eileen Wheeler(R) Victoria Swan(R) Brianna Love (R) for the General election held on November 8, 2016. Treasurer Stevens seconded the motion.

Ayes: All

Nays: None

Carried

With no objections meeting adjourn at 7:03pm

Middlebury Township Regular Board meeting Opened at 7:03 pm

Call to Order:

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

Board Members Present:

Supervisor Michael Herendeen, Clerk Susan Tomasek-Swan, Treasurer Carolyn Stevens, Trustee Gary Kiger-Absent and Trustee Richard Semans

Scheduled Comments:

- a.) Auditor Bill Tucker from Abraham and Gaffney presented the Middlebury Township Audited Financials for 2015, the independent auditors report on internal control over financial reporting, compliance and other matters based on an audit of the financial statements. He shared their recommendations of proper journaling of the proper recognition of accounts payable, approval of the bills from meeting to meeting date and adopt written procedures and policies for certain areas of operations.
- b.) Smart Electric Meters – Herendeen reported on 2017 smart meters are coming. Post cards, door hangers and letters will be going out to inform people of the changes coming. If people wish to decline the changes a onetime fee will be charged as well as a monthly fee for having meters read in person. With these changes there will be no more estimates and with power outages they will no right away.
- c.) Dean Wendling Spicer Group Cemetery survey – In the process of looking at section A and B updating the section with updated markers for better clarification of grave sites. We still have funds available in the budget to purchase markers and pay for the surveyors. There was discussion regarding putting in a new fence, need to get with Matt on the price to replace.

Guests Present:

There were nine guest present including Arlene Pesik, Corky McCreery, Diane and Mike Dowler, Rose Brown, Carl Chalker, Karl Heckman, Bill Tucker and Greg White.

Public Comments: Opened at 7:30 pm Closed at 7:32pm

Carl Chalker shared his concerns regarding housing for the elderly or handicapped individuals in the township. Supervisor Herendeen stressed that the board has no control over this.

Motion to Approve Agenda:

Clerk Tomasek-Swan made a motion to approve the agenda as presented. Treasurer Stevens seconded the motion.

Yes: All

Nay: None Carried

Motion to Approve Minutes from September 14, 2016:

Clerk Tomasek-Swan made a motion to approve the minutes with correction to the spelling errors. Trustee Semans seconded the motion.

Ayes: All

Nays: None Carried

Motion to Approve Bills for October 2016:

Trustee Semans made a motion to pay invoices and approve checks from the General Fund checks 4063-4079 and 6 EFT in an amount of \$31,759.90 and Road Commission check 1033 in an amount of \$18,865.27. Treasurer Stevens seconded the motion.

Ayes: All

Nays: None Carried

Communications:

Park and Recreation – Nothing to report.

Library – Clerk Tomasek-Swan mentioned that the minutes are in the packet for the board to review. They completed the Budget in July and also it was mentioned that they had a meeting on the 28th to approve a company in St. Johns to review their audited report.

OMESA- It was presented that OMESA are still in the process of reforming and shooting for January 1st to finalize processes. There needs to be further clarification on who should be called, currently there were two fires and they were never called. No new truck at this time.

Assessor- Diane mentioned she had nothing to report at this time. Next meeting is December 13th.

Business:

- 1.) Budget Amendments – **Clerk Tomasek-Swan made a motion to amend the budget by \$5,000 for the additional Audit expenses, move from contingency fund to audit fund. Trustee Semans seconded the motion.**

Ayes: All

Nays: None Carried

2. MTA Annual November meeting \$15.00 per person @ Antrim Twp. November 12th. – The annual MTA meeting will be held at their hall and Romas will be catering the event. Social hour starts at 5:00 and dinner will start at 6:00. The board needs to RSVP by October 28th. **Trustee Semans made a motion to approve any board members including the deputies to attend the MTA**

Annual event on October 28th and for the clerk to RSVP and make payment. Treasurer Stevens seconded the motion.

Ayes: All

Nays: None

Carried

3. Township Insurance Policy review – Clerk Tomasek-Swan mentioned that she made the payment of \$3,705 for the Basic Policy which needed to be issued before October 1st. **Trustee Semans made a motion for the board to pay the additional \$29 for additional insurance coverage for casualty and property terrorism. Treasurer Stevens seconded the motion.**

Ayes: All

Nays: None

Carried

Final Comments: Open at 9:02 pm Closed at 9:02 pm

Supervisor Herendeen made a motion to authorize Trustee Semans and Supervisor Herendeen to attend the Oct 21st MTA Emergency Workshop held in Frankenmuth at \$121 per person. Treasurer Stevens seconded the motion.

Motion to adjourn the meeting: Adjourned at 9:02 pm

Without objection the supervisor adjourned the meeting at 9:02 pm.

X

Susan Tomasek-Swan
Middlebury Township Clerk