

# Middlebury Township

PO Box 622, Ovid, Michigan 48866

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Regular Board Minutes

Middlebury Township Hall

7627 W M21, Ovid Michigan

Wednesday, September 10, 2014 at 7:00 pm

## **Call to Order:**

Supervisor Herendeen called the meeting to order at 7:03 pm with a pledge to the flag and a prayer led by Bob Dennison.

## **Board Members Present:**

Supervisor Michael Herendeen, Clerk Susan Tomasek-Swan, Treasurer Carolyn Stevens, and Trustee Richard Givens arrived at 7:08 pm

Absent: Gary Kiger

**Guests Present:** Nine guests were present: Tammy Pappas, Middlebury Township's auditor from Demis and Wenzlick, Greg White, Linda and Harry Todosciuk, Mary Nordbeck, Zac Potter, Diane and Mike Dowler, Tony Sinicropi, Bob Dennison, Lynn Givens

## **Scheduled Comments:**

Tammy Pappas Presented the 2013-2014 Fiscal year audit report. She congratulated the board on receiving a clean opinion. She then reviewed the report on internal control. She reported what could be done to improve our record keeping and have tighter internal control.

Mary reported the 1.5 millage proposal for the county is necessary to keep the county running. The county will need to cut the county road patrols if the millage fails. Mary stated the townships throughout Shiawassee County had a mix response to adding the millage to the November's ballot. Supervisor Herendeen added that fact that property values have dropped causing a reduction in the county tax dollar. He continued by stating, legally the sheriff is only obligated to provide a jail and not road patrol. There has been at least 30 positions at the county level have been cut already. If the millage passes, it will last 5 years.

## **Public Comments: Opened at 7:25 pm Closed at 8:20pm**

Zac Potter asked if the board has received the letter from the county regarding the rezoning of the area to business from rural/residential. Zac answered the question about placing a drainage field in order to provide a bathroom. Supervisor Herendeen suggested changing the zoning from residential/rural to "B-

1" business. The area in consideration isn't really suitable for a house. Bob Dennison asked the board if there would be other places along M21 that could be changed from residential/rural to "B-1" business.

Greg White asked Zac Potter information regarding the flood plain zone area. Questions were asked regarding Middlebury participating in FEMA. Mr. White stated that Planning Commission will be meeting tomorrow night, September 11, if matters could wait for the planning commission board could discuss it.

Harry Todosciuk spoke to the board regarding about the strip of land referred to Williams Avenue. This area of land needs to be closed, in his opinion. There are 5 residences on each side and a house built in the middle of this former road way. It is on the paper as a street but it is not maintained. Supervisor Herendeen felt it is difficult to do abandonment and would cost the township money. There is an issue of the neighbor encroaching on Todosciuk property lines. Supervisor Herendeen suggested to him placing a fence on his property.

**Motion to Approve Agenda:**

**Clerk Tomasek-Swan made a motion to approve the agenda with the additions of 4. Insurance 5. Posting ad for Deputy Clerk 6. Ceiling. Trustee Givens seconded the motion.**

Yes: All

Nay: None                      Carried

Absent: Kiger

**Motion to Approve Minutes:**

**Trustee Givens made a motion to approve the minutes from July 9, 2014 regular meeting. Clerk Tomasek-Swan seconded the motion.**

Yes: All

Nay: None                      Carried

Absent: Kiger

**Motion to Approve Bills:**

**Clerk Tomasek-Swan made a motion to approve paying the bills with checks #3619-3631 and 3 EFT in an amount of \$ 8,833.29 from General Fund and check # 1024 in an amount of \$62,936.75. Trustee Givens seconded the motion.**

Yes: All

Nay: None                      Carried

Absent: Kiger

**Communications:**

**Park and Recreation-None**

**OMESA-** Trustee Givens spoke on behalf of Dick Semans. OMESA found a company to change the driveway from the tower company.

**Planning-**Minutes were made available.

**MTA-** Only 4 people attended the MTA Shiawassee meeting at Hazelton Township hall and Middlebury Township is supposed to be hosting the meeting on election night in November.

**BS&A** – Clerk Tomasek-Swan attended BS&A software training meeting. She stated she learned more on using the software.

**Assessor-** Assessor Dowler asked the board to make a motion for L-4029, Tax Rate form to be approved.

**Drains-** The amount for the township portion went up to \$3,327.01...Supervisor Herendeen stated the ice storm caused many of these issues.

**Business:**

**Treasurer Steven made a motion to accept the fiscal year 2013-2014 audit report as presented, Trustee Givens seconded the motion.**

Aye: All

Nay: None            Carried

Absent: Kiger

**Treasurer Stevens made a motion to accept the report on internal controls for fiscal year 2013-2014. Clerk Tomasek-Swan seconded the motion.**

Aye: All

Nay: None            Carried

Absent: Kiger

**Clerk Tomasek-Swan made a motion to accept the F-65 as present and to have the clerk sign and send the document to the state. Treasurer Stevens seconded the motion.**

Aye: All

Nay: None            Carried

Absent: Kiger

**Supervisor Herendeen made a motion for the Resolution 2014-04; Capital Asset Resolution to be adopted. Trustee Givens supported the resolution.**

Roll Call vote:

AYE: Tomasek-Swan, Stevens, Givens, Herendeen

NAY: None

Absent: Kiger

**Supervisor Herendeen made a motion the board write a letter of recommendation to the county zoning board approve the Potter's parcel for B-1 zoning. Trustee Givens seconded the motion.**

Aye: All

Nay: none      Carried

Absent: Kiger

**Supervisor Herendeen made a motion to accept the insurance policy as presented from Burnham and Flowers. Clerk Tomasek-Swan seconded the motion.**

Aye: All

Nay: none      Carried

Absent: Kiger

**Trustee Givens made a motion to post an ad in the local paper for the deputy clerk position. Treasurer Stevens seconded the motion.**

Aye: All

Nay: None      Carried

**Ceiling;** Treasurer Stevens discussed about replacing the drop ceiling. Trustee Givens was wondering about what insulation. Givens feels we really need insulation to maintain the 55 degree. Supervisor Herendeen wants to know how much it would cost to fix the problem correctly. The insulation needs to place properly. Herendeen stated we should have contractors come in and give ideas of what needs to be done.

**Final Comments: Opened at 9:10 pm    Closed at 9:10**

None

**Motion to adjourn the meeting: Adjourned at 9:10 pm**

Without objection the supervisor adjourned the meeting at 9:10 pm.

X

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Susan Tomasek-Swan  
Middlebury Township Clerk

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