

Middlebury Township

PO Box 622, Ovid, Michigan 48866

Regular Meeting

Middlebury Township Hall

7627 W M21, Ovid Michigan

Wednesday, December 11, 2019 at 7:00 pm

Call to Order:

Supervisor Herendeen called the meeting to order at 7:01pm.

Board Members Present:

Supervisor Michael Herendeen, Clerk Rose Brown, Treasurer Carolyn Stevens, Trustee Richard Semans (absent) and Trustee Gary Kiger

Guests Present: Mark Holley, Marlene Webster, Carl Chalker and Karl Heckman.

Scheduled Comments:

Marlene Webster reported on the passing of the 2020 budget, trimmed down to a conservative budget.

Public Comments: Opened at 7:05 pm Closed at 7:05 pm

None

Motion to Approve Agenda:

Treasurer Stevens made a motion to approve the agenda with the addition of #5 Emergency Fund Balance. Clerk Brown seconded the motion.

Aye: All Nay: None Carried

Motion to Approve Minutes:

Treasurer Stevens made a motion to approve the minutes from the November 13, 2019 as presented. Clerk Brown seconded the motion.

Yes: All Nay: None Carried

Motion to Transfer Funds:

Supervisor Herendeen made a motion to transfer \$7,445.55 from General Fund to Road Fund to cover the Road checks. Treasurer Stevens seconded the motion.

Roll Call Vote: Yes: Kiger, Stevens, Brown, Herendeen Nay: None Carried

Motion to approve Bills

Supervisor Herendeen made a motion to approve General Funds in the amount of \$7,756.28 ck# 5139-5163, voided ck# 1545-1553, 5086 & 5145-5153, and 2 EFTs. Road Fund - \$7,445.55 ck# 1062, and OMESA Fund - \$1,132.50 ck#1011. Treasurer Stevens seconded the motion.

Yes: All Nay: None Carried

Communications:

Park and Recreation: Closed for winter.

OMESA: Flag pole is up, still waiting on bill for generator fix.

Library: Nothing reported.

MTA Meeting: Nothing reported, was held at Anthem Township. Next one will be held at Burns Township on February 3rd at 7:00.

Assessor Communications: Mark presented Poverty Exemption Guidelines Resolution 2019-08 for approval. **Herendeen made a motion to accept the Resolution 2019-08 for 2020 Poverty Exemption Guidelines as presented and give Clerk Brown approval to sign. Treasurer Stevens seconded the motion.**

Roll Call Vote: Yes: Stevens, Kiger, Brown, Herendeen Nay: None Carried

Business

1.) **Poverty Exemption Guidelines Resolution 2019-08** – Approved during communications section.

2.) **Consumers Energy Contracts:**

- a. Resolution 2019-09 Standard Lighting Contract – Form 548 (GUL) This contract represents the lights within Middlebury Township that are under the current GUL contract account # 1000 0009 4001 for 4 street lights. **Supervisor Herendeen made a motion to accept the Resolution 2019-09 Standard Lighting Contract for 4 GUL Street lights Contract for account # 1000 0009 4001 as written. Treasurer Stevens second the motion.**

Roll Call: Yes: Stevens, Kiger, Brown, Herendeen Nay: None Carried

- b. Resolution 2019-10 Standard Lighting Contract – Form 548 (GUL-XL) This contract represents the LED cobrahead fixtures. A new account was created for the LED lights, it

is #1030 3620 4347 for 15 street lights. **Supervisor Herendeen made a motion accept the Resolution 2019-10 Standard Lighting Contract for 15 GUL-XL LED cobrahead Street lights for account # 1030 3620 4347 as written. Treasurer Stevens second the motion.**

Roll Call: Yes: Kiger, Brown, Stevens, Herendeen Nay: None Carried

3.) Election Source (5 year service & support contracts) – Resolution 2019-09 Standard Lighting Contract – Form 548 (GUL) This contract represents the lights within Middlebury Township that are under the current GUL contract account # 1000 0009 4001 for 4 street lights. The board agreed to table this discuss for January meeting to gather further information before making a decision.

4.) Election Notice Agreement – Clerk Brown presented the 2020 Election Notice Agreement from County Clerk Caroline Wilson which states that the county may enter into an agreement to jointly publish the notices for all the upcoming elections for March 10th Presidential Primary, May 5th Special Election, August 4th Primary Election, and November 3rd General Election. **Supervisor Herendeen made a motion to authorize Clerk Brown to sign the agreement as written. Treasurer Stevens seconded the motion.**

Roll Call: Yes: Stevens, Kiger, Brown, Herendeen Nay: None Carried

5.) Emergency Fund Balance – Treasurer Stevens shared with the board the balance in our Emergency Fund of around \$31k. The board discussed in detail what to do with the funds. Clerk Brown stated that she still needed to transfer \$1,200 from the Emergency Fund balance to the General Fund Balance for the meeting expenses for both the Supervisor and Treasurer for attending the meetings. Will do before the next meeting. The remainder of the funds in this account needs to back towards the Fire and Amb Services. No further actions were made at this time.

Final Comments: Opened at 8:20 pm Closed at 8:25 pm

Treasurer Stevens reported to the board that the bank approved to waive all the additional service charges and marked our accounts so we don't acquire any more fees on the accounts.

Motion to adjourn the meeting: Adjourned at 8:25 pm

Without objection the supervisor adjourned the meeting at 8:25 pm.

X

Susan K Tomasek Swan
Deputy Clerk

DRAFT