

Middlebury Township

PO Box 622, Ovid, Michigan 48866

Regular Meeting

Middlebury Township Hall

7627 W M21, Ovid Michigan

Wednesday, February 13, 2019 at 7:00 pm

Call to Order:

Supervisor Herendeen called the meeting to order at 7:00 pm. Trustee Semans lead the prayer.

Board Members Present:

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

Guests Present: Carl Chalker, Karl Heckman, Mr. Jennings, Mike and Diane Dowler.

Scheduled Comments:

No scheduled Comments. In the County Commissioners absents Supervisor Herendeen stated that in the May upcoming election there will be a proposal on the ballot for a \$1.64 millage to build a new jail on State Rd in City of Corunna for the next 20 years.

Public Comments: Opened at 7:09 pm Closed at 7:09 pm

Motion to Approve Agenda:

Treasurer Stevens made a motion to approve the agenda with the addition of #6 Authorizing of a Board member to sign the warranty of deed for the property transaction. Trustee Semans second the motion.

Yes: All

Nay: None

Carried

Motion to Approve Minutes:

Trustee Semans made a motion to approve the minutes from the January 9, 2019 as presented. Clerk Brown seconded the motion.

Yes: All

Nay: None Carried

Motion to Amend/Transfer Budget 2018-19 Accounts:

Supervisor Herendeen made a motion to approve the transfer of funds in the amount of \$9,039.35 from account 101-941-969.002 to the 15 other account lines items on the attached exhibit A. Trustee Semans seconded the motion.

Roll Call Vote: Yes: Kiger, Semans, Stevens, Brown, Herendeen

Nay: None Carried

Motion to approve Bills:

Trustee Semans made the motion to approve the bills in the amount of \$7,619.67 for ck# 4978-4990 and 4 EFTs, with an amendment of \$55.00 for ck# 4977 from prior month that was mailed and cashed to make a total of \$7,674.67. Clerk Brown seconded the motion.

Yes: All

Nay: None Carried

Communications:

Park and Recreation: None

OMESA: Supervisor Herendeen stated that they held their first meeting at the new hall. They are talking about having an open house sometime in May.

Library: None

MTA Meeting: Meeting was held in Owosso. Next meeting on March 5th in Perry Township at 7:00 pm.

Assessor Communications: Diane Dowler, township assessor shared with the board the dates and time of the Board of Review meeting on March 11th from 3:00 pm to 9:00 pm and March 12th from 8:00 am to 2:00 pm and the organizational meeting will be held on March 5th at 9:30.

Business:

- 1. Announcement of New Deputy Treasurer:** Treasurer Stevens reported that Lynn Givens was asked to step down due to her being out of town to many months in the year and no cover for Treasurer. Treasurer Stevens announced Dee Snyder will be the new Deputy Treasurer. **Supervisor Herendeen made a motion to acknowledge the new Deputy Treasurer Dee Snyder at the rate of \$12.00/hr. Trustee Semans seconded the motion.**

Yes: All

Nay: None Carried

2. Township CD Update & Discussion: Treasurer Stevens handed out the updated listing of CD that the Township inquires. She also noted that currently she is the only one that is listed on the CD accounts. Board discussed the concern of only have one person on these accounts. **Supervisor Herendeen made a motion to add the clerk to all the CD accounts. Trustee Semans seconded the motion.**

Roll Call Vote: Yes: Kiger, Semans, Stevens, Brown, Herendeen

Nay: None Carried

3. Set Budget Meeting Date March 13th at 6:45: Treasurer Stevens made a motion to set the Budget 2019-20 meeting on March 13th at 6:45 prior to the regular board meeting at 7:00. Clerk Brown seconded the motion.

Yes: All

Nay: None Carried

4. Approve New Chart of Accounts: Clerk Brown shared with the board that the state issued a new chart of accounts that needs to be implemented in Budget year 2019-2020. She also stated that she is working with Deputy Clerk Susan to complete this process prior to approving the budget in March. **Supervisor Herendeen made a motion for the clerk and treasurer to configure the new chart of accounts based on the state regulations. Treasurer Stevens seconded the motion.**

Yes: All

Nay: None Carried

5. Approve Road Recommendations: Trustee Semans reported on the latest recommended 2019 projects from road commission. Gravel: McBride road from Baldwin road to Carland road, Krouse road from Baldwin road to the blacktop west of Austin road, Hammond road from Austin road to Baldwin road, Vincent road from Mason road to Cronk road, Cheery from McBride road north to the dead end, Wilkinson road from Carland road to Vincent road, Cronk Road from Baldwin road to Carland road and Baldwin road from Cronk road to Mason Road in the total of \$131,436.00. Arm Mowing & Spraying \$10,000. Mineral Well Brine # 4 \$29,520 (2 applications). Total project of \$170,956. SCRC 2019 contribution of (\$25,000) brings the total Township expense to \$145,956. **Trustee Semans made a motion to approve the recommended listing of gravel roads listed above, including arm mowing & spraying, mineral well Brine #4 and SCRC contribution for a total of \$145,956. Treasurer Stevens seconded the motion.**

Yes: All

Nay: None Carried

6. Authority to Sign Warranty Deed: Trustee Semans stated that our township attorney Lynn Bowne said that the board would need to approve authorization for a one of the board members to sign the warranty of deed paperwork regarding the property exchange. **Supervisor Herendeen made a motion to authorize trustee Semans or Supervisor Herendeen to sign the warranty of deed behold by Lynn Bowen. Treasurer Stevens seconded the motion.**

Roll Call Vote: Yes: Kiger, Semans, Stevens, Brown, Herendeen

Nay: None Carried

Final Comments: Opened at 8:20 pm Closed at 8:23 pm

Clerk Brown reported to the board that she sent out two invoices over the last couple of months to Family Tree Lawn Care, LLC for payment on the tractor and trailer that he has in his possession that is currently in the board's name. She just wanted guidance on the course of action to receive payment.

Motion to adjourn the meeting: Adjourned at 8:23 pm

Without objection the supervisor adjourned the meeting at 8:23 pm.

X

Rose Brown
Middlebury Township Clerk

Exhibit A:

Budget 2018-19 Amendments/Transfers:		
From Account:		
101-941-969.002	CONTINGENCY	9,039.35
To Accounts:		
101-257-727.000	ASSESSOR SUPPLIES	(2,259.82)
101-262-702.000	ELECTIONS SALARY	(1,201.00)
101-262-956.000	TOWNSHIP MISC./ EDUCATION	(1,130.05)
101-862-715.002	STATE WITHHOLDING TAXES	(2,372.15)
101-851-910.000	INSURANCE & BONDS	(622.00)
101-751-801.000	PARK & RECREATION CONTRACT SERVICES	(500.00)
205-000-755.000	OMESA BANK CHARGES	(248.61)
101-695-801.000	COMMUNITY SERVICE	(155.00)
101-253-727.000	SUPPLIES	(131.69)
204-000-665.001	ROADS INTEREST INCOME	(123.64)
101-262-860.000	ELECTIONS MILEAGE	(86.78)
101-101-860.000	TOWNSHIP MILEAGE	(65.40)
205-000-665.001	OMESA INTEREST INCOME	(60.52)
101-101-730.000	TOWNSHIP BOARD POSTAGE	(50.00)
101-101-816.000	TOWNSHIP BOARD-DUES	(32.69)
Total of To Accounts		<u>(9,039.35)</u>