

Middlebury Township

PO Box 622, Ovid, Michigan 48866

Virtual Regular Meeting
7627 W. M-21, Ovid, MI
Tuesday January 12, 2021 at 7:00 pm

REGULAR MEETING

Call to Order:

Supervisor Herendeen called the meeting to order at 7:00 pm.

Board Members Present:

Supervisor Michael Herendeen, Clerk Susan Swan, Treasurer Carolyn Stevens and Trustee Jeff Swan, Trustee Gene Ruess

Guests Present: Mark Holley, Township Assessor; Marlene Webster, County Commissioner; Mark Darling

Scheduled Comments: Marlene Webster, County Commissioner – updated the the board on the new actions at the county. She reviewed a former concern of per diem and updated the board on a resolution passed to clarify payment of per diem. The audit is complete and report has been presented. There were six material weakness but it was an unmodified opinion. The auditors work with the staff at the county to help correct the weaknesses. Treasurer Stevens asked about the planning commission meeting and if it is still occurring. Treasurer Stevens also reviewed the different board members on the planning commission. Ms. Webster stated she has been denied a list of applicants that applied for appointments on the different boards. Ms. Webster has only been provided with a list of appointments and terms of boards. (She plans to FOIA this information since she has been denied.) Treasurer Stevens asked if Ms. Webster could attend the planning meeting scheduled for tomorrow night.

Public Comments: Opened at 7:10:pm Closed at 7:10 pm None

Motion to Approve Agenda:

Treasurer Stevens made a motion to approve the agenda with the addition of item #5 01-2021 Resolution Alternative Starting Date for Board of Review; #6 CD for \$75,000.00 Clerk Tomasek-Swan seconded the motion.

Roll Call: Aye: J. Swan, Ruess, Stevens, Tomasek- Swan, Herendeen Nays: None Carried

Motion to Approve Minutes:

Treasurer Stevens made a motion to approve the minutes from the December 8, 2020 as presented. Clerk Tomasek-Swan seconded the motion.

Roll Call: Ruess, J. Swan, Stevens, Tomasek-Swan, Herendeen Nays: None Carried

Motion to approve Bills

Treasurer Stevens made a motion to approve bills from General Funds in the amount of \$6,979.55 with checks #~~5417-5416~~ 5416-5424 and 4 EFTS. Clerk Swan seconded the motion.

Roll Call Vote: Ayes: Stevens, Tomasek-Swan, J. Swan, Ruess, Herendeen Nay: None Carried

Communications:

MTA- Cancelled

Library- Meeting tomorrow Open Saturdays and three days a week.

OMESA-brief meeting, pay bills, approved the documents for radio leases.

Clerk-Proof W-2 forms, MTA meetings on demand time frame, New MTA books will be available to pick up at the hall.

Assessor- Mark Holley stated township is set really well with assessment. He announced the BOR (Board of review) meeting dates March 2nd at 1:30pm (organizational) and March 10th 9am-3pm and March 12th 3 pm-9 pm.

Business

1. **Palomino Dr House-** Herendeen updated the board that he mailed the owner a demand letter for payment of mowing the property. She will either pay it or put on the tax roll. Stevens stated the house is sold and therefore can not be placed on the roll. Treasurer Stevens stated that it is too late to placed on the tax roll. Stevens stressed that the owner has not received the bill before the sale of the property. Stevens stated that we can try and get payment.
2. **Notary-** The board discussed having a notary. Herendeen expressed wanting the clerk or treasurer as notaries, preferably both being notaries. Bond is carried on township insurance or personal insurance. Discussion on if there are classes for notary. Clerk Swan will investigate the becoming a notary and present it at the next meeting.
3. **Board of Review Appointment-** The township needs to replace Gordon Taylor as a board of review member. Mr. Holley suggested two residents. Treasurer Stevens cautioned if these people will be available during the March time period. Mark Darling and David Sovis are the present members. Supervisor Herendeen asked to the board to think of others that may be interested in the position so an appointment can be made in February. Mr. Holley has not heard of when the BOR trainings will occurred.
4. **Driveway-** Trustee Swan wanted to start looking into finding out where we can place a driveway on the township property. Trustee Ruess stated there will be a regulation on the placement of the driveway because it is a state highway and the property is on a hill. Trustee Ruess continued he would be willing to look into this. Supervisor Herendeen stated he was thinking of coming

west of the present driveway. Trustee Ruess stated he can contact the county and find out and the township will need to apply for a permit. The previous owners of the property are willing to pay half of the driveway install if the township can do it within a certain time frame.

5. Resolution 01-2021 Amendment of Board of Review Dates-

**Middlebury Township
March Board of Review
Alternative Starting Date
Resolution 2021-01**

WHEREAS, Public act 194 2003, allows the township board by resolution to select an alternative starting date in March when the board of review shall initially meet.

WHEREAS, MCL 211.30 provides an alternative starting date of Wednesday following the second Monday of March.

WHEREAS, The assessor availability to assist the Board of Review on that day shall be the reason for selecting Wednesday March 10, 2021.

NOW, THEREFORE, BE IT RESOLVED that Middlebury Township approves the Board of Review meeting on the second Wednesday of March in 2021.

At a regular meeting of the Middlebury Township held on the 12th day of January, 2021, board member Clerk Tomasek-Swan moved for adoption of the foregoing resolution and board member Supervisor Herendeen supported the motion.

Voting for: Stevens, Tomasek-Swan, J. Swan, Ruess, Herendeen

Voting Against: None

Resolution declared adopted.

6. CD Transfer \$75,000.00- .01% for the CD Treasurer Stevens stated the general fund account has enough money to transfer \$75,000.00 into a CD at .01%

7. Richard Semans – Herendeen appointed Richard Semans as Deputy Supervisor. **Supervisor Herendeen made a motion to approve Richard Semans as Deputy Supervisor. Treasurer Stevens seconded the motion.**

Roll Call Vote: Ayes: J. Swan, Ruess, Stevens, Tomasek-Swan, Herendeen Nays: None Carried

Supervisor Herendeen stated the road commission has brought the road recommendations for the board's review. He will leave the folders at the hall for pick up. The board discussed the monies available for road projects. Different roads for repaired were discussed.

Final Comments: Opened at 8:03 pm Closed at 8:14 pm

Trustee Swan asked Trustee Ruess about the street lights in the township being transferred to LED lights. Supervisor Herendeen interjected about the transferring all the street lights into LED. Trustee Ruess explained the way the LED is replaced by Consumer Energy.

Herendeen asked about a meeting fee for Deputy Supervisor position.

Supervisor Herendeen made a motion to pay the Deputy Supervisor the same meeting fee and pay rate as the Deputy Treasurer/Clerk positions. Treasurer Stevens seconded the motion.

Roll Call: Ayes: Stevens, Ruess, J. Swan, Herendeen, Tomasek-Swan Nays: None Carried

Roads were discussed again.

Meeting dates were reviewed.

Motion to adjourn the meeting: Adjourned at 8:14pm

Without objection the supervisor adjourned the meeting at 8:14 pm.

Next meeting February 9,2021 at 7:00 pm

X 

Susan K Tomasek Swan
Deputy Clerk

ACTIONS:

1. Clerk- Find out becoming a notary
2. Trustee Ruess contact county regarding new driveway
3. All board members: new BOR member
- 4.