



OVID TOWNSHIP

ADMINISTRATIVE OFFICES

1015 Baese Court, P.O. Box 136
Ovid, Michigan 48866
Tx: (989) 834-2838

SUPERVISOR: Jennings C. West
CLERK: Claudia Barrett Pluger
TREASURER: Nancy J. Hughson

TRUSTEES: Patricia Hibbard
Arlene Pesik

Board Meeting Agenda – Thursday, April 18, 2024 – 7 p.m.

Call to Order & Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Meeting Minutes of March 14, 2024 (Tab 1)

Treasurer's Financial Report & Bank Reconciliations – For Approval (Tab 2)

Clerk's Check Disbursement Report – For Approval (Tab 3)

Revenue & Expenditure Report ending March 31, 2024

New Business –

Reports –

Sheriff Representative – Deputy Greg Spitler

Library – Trustee Patricia Hibbard (Tab 4)

OMESA – Treasurer Nancy Hughson (Tab 5)

CAASA – Supervisor Jennings West – (Tab 6)

County Commissioner – Val Vail-Shirey

Assessor – Peggy Lidgard

Public Comments

Board Comments

Adjournment



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APPROVED

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PROPOSED MINUTES OF OVID TOWNSHIP BOARD MEETING - APRIL 18, 2024

The regular Board Meeting of the Ovid Township Board was called to order at 7 p.m. by the Supervisor with the Pledge to the Flag.

MEMBERS PRESENT:

Supervisor Jennings West, Clerk Claudia Barrett Pluger, Treasurer Nancy J. Hughson, Trustee Patricia Hibbard, Trustee Arlene Pesik

ABSENT:

None

ALSO PRESENT:

Keith Jones, Peggy Lidgard, Connie Kioski, Gary Kioski, Bob Sauer, Gary Criner

AGENDA:

Moved by Trustee Arlene to accept the Agenda, as written, Seconded by Treasurer Nancy. All in favor, Motion carried.

PROPOSED MINUTES FROM MARCH 14, 2024, BOARD MEETING:

Moved by Trustee Arlene that we accept the March 14, 2024, minutes, as printed, Seconded by Trustee Pat. All in favor, Motion carried.

TREASURER'S REPORT:

Treasurer Nancy provided the Board with the March 2024 financials, the March monthly income received report, bank balances, along with the supporting bank statements as

of March 31, 2024, and the corresponding bank reconciliations for each month's bank statement.

Huntington Bank Account Balances:

General Fund bank balance is \$193,118.52

Payroll account balance is \$4,281.91

Delinquent Property bank balance is \$139.59

Michigan Class:

General Fund is \$246,320.64

Emergency Services is \$135,817.08

ARPA – \$125,722.99

Mercantile Bank Account Balances:

Emergency Services account is \$53,349.11

ARPA Account is \$40,314.76

Journey Federal Credit Union Balances:

Tax account balance is \$258,113.39

Cemetery account balance is \$17,437.85

The County Treasurer will be sending out the settlement shortly.

Moved by Trustee Pat to approve the Treasurer's report, as submitted, subject to audit,

Seconded by Trustee Arlene. All in favor, Motion carried.

CLERK/BILLS – FOR APPROVAL:

Clerk Claudia supplied the Board with the Check Disbursement Report for this month's meeting, the Revenue and Expenditure Report ending March 31st, 2024, and the new 2024-2025 Adopted Budget with the new GL Numbers. BS&A implemented the new State Chart of Accounts program, but did not implement the new numbers for the bank accounts, so that was extra work to be done that we were not aware of. We found that out when we were trying to input invoices and it wasn't working.

There were some larger checks this time, one was for \$23,383.60 to pay off the roof; another was for \$2,787.50 to TriMedia for work being done at the cemetery; another was for \$3,495 to VC3, which is our annual service fees for IT support. There was also one for \$30,000 written to Ovid-Middlebury Emergency Services. This was for the firefighter's grant that was put into our General Fund account through ACH.

The following are the banks and check numbers for approval:

Huntington Bank – Payroll Check Numbers 583-593, Preauthorized by policy and approval, Check Numbers 11436-11444 and Check Numbers 11445-11452 and EFTs.

Mercantile Bank – EMS, Check Number 1091, and Journey Federal Credit Union – Cemetery, Check Number 1032. The total for approval is \$74,791.30.

Clerk Claudia explained to the Board the Check Disbursement Report says \$231,203.81; however, \$156,412.51 was the Ovid Township tax disbursement check to

Ovid-Middlebury Emergency Services, which was included in the report, so for approval is \$74,791.30.

Moved by Trustee Pat to accept the Clerk's check disbursement report, as submitted, Seconded by Trustee Arlene.

Roll call vote was as follows:

Treasurer Nancy Hughson – **Yes**

Trustee Patricia Hibbard – **Yes**

Supervisor Jennings West – **Yes**

Trustee Arlene Pesik – **Yes**

Clerk Claudia Barrett Pluger – **Yes**

All in favor, Motion carried.

Clerk Claudia commented Trustee Pat will be working in the Clerk's office on Tuesday, April 23, 2024, from 10 a.m. to 4 p.m., in case someone comes in with papers to be filed. The County Clerk is aware Trustee Pat will be here. She is the Election Specialist.

NEW BUSINESS:

None.

Reports and Updates Presented:

- Library – Trustee Patricia Hibbard
- OMESA – Treasurer Nancy Hughson
- CAASA – Supervisor Jennings West

NOTE: Board members received Library, OMESA & CAASA documents via email before the meeting.

- Assessor Report – Peggy Lidgard
 - March – April 2024 Report:
 - Board of Review was March 11 and 15. There were three (3) Petitions. Great group of guys to work with.
 - Balanced with Clinton County on March 19th.
 - Mailed out BOR three (3) change Notices on March 22nd.
 - Mailed out data surveys on March 18th for Sections 1-5. Received almost 25% back. Five (5) requested no site visit.
 - About 98% of pictures for data verification for 2024 have been taken.
 - Around 85% of the rest of the Township pictures have been taken.
 - Added about 3,350 attachments since she's started.
 - 24 sales since January 1, 2024, only two (2) arms length's transactions.
 - Rolled over database to start on 2025.
 - Beginning numbers and names will be given to Treasurer Nancy June 1st.

Public Comments:

Public comments opened at 7:22 p.m.

Keith Jones

Trustee Pat and Treasurer Nancy responded to Mr. Jones regarding the roof.

Public Comments Continued:

Keith Jones

Trustee Pat responded to Mr. Jones regarding the Open Meetings Act.

Public comments closed at 7:23 p.m.

Board Comments:

Treasurer Nancy reported TriMedia will be at the cemetery on April 29th to start the mapping.

Trustee Pat commented, when things slow down, we should start thinking about getting the inside of the hall painted and the flooring replaced, put it on the agenda. Maybe it will slow down after Elections, per Pat.

Treasurer Nancy commented we will have to designate our ARPA funds.

Supervisor Jennings adjourned the meeting at 7:26 p.m.

Claudia Barrett Pluger, Clerk