



**Branch County, Michigan
November 4, 2020 – 6PM
Special Meeting Minutes**

Greg Gemmill called the meeting to order at 6 PM, and led the attendees in the pledge to the flag.

Members present: Greg Gemmill, Supervisor; Shelly AcMoody, Treasurer; Amy Havasy, Clerk; Jim Snivley, Trustee; Larry Omo, Trustee.

Members absent: None

Others present: Max Benjamin, Matt Drennan – ESA Solar, Colin Kummerfeldt – APEX Energy, Michael Mihuc, Randy and Kelli Cook

Approval of agenda – Larry Omo made a motion to approve the agenda, supported by Amy Havasy.
MOTION CARRIED

OLD BUSINESS

None

NEW BUSINESS

- A. DISCUSSION OF ZONING PERMITS, AND THE PERMITTING PROCESS AS DEFINED IN THE OVID TOWNSHIP ZONING ORDINANCE, AS WELL AS THE PAPER TRAIL CREATED IN THE PROCESS

Greg Gemmill stated that he previously spoke to Melissa Lane – Assessor, and Robert Hawley – Zoning Administrator regarding the permit process. At the advice of Joe Haas, Robert Hawley added a clause at the end of the initial zoning compliance permit, stating that a stop work order would be issued if he was not contacted within 60 days of the permit issuance for a footer inspection. Melissa will get the necessary paperwork after the footer inspection is complete and the final zoning compliance permit is issued. Robert is aware that a 3rd inspection may be needed on certain jobs.

The Zoning Administrator Job Duties and Responsibilities Employee Acknowledgement has one (1) additional responsibility and one (1) change to a current responsibility – that phone calls/emails be responded to in a timely manner. Shelly AcMoody requested that a procedure manual should be written, by Robert, that is based on the duties and responsibilities of the zoning administrator, and that it be subject to Board approval when completed. Shelly's main concern is that the residents of Ovid Township are taken care of. Greg Gemmill made a suggestion that Robert use his cell phone as his main contact, as to avoid confusion with messages left on the office voice mail.

- B. DISCUSSION FOR THE RESOLUTION TO INCREASE CLERK'S ELECTION STIPEND FOR THE 2020 GENERAL ELECTION

Amy Havasy made a motion for a resolution to increase the Clerks stipend from \$500 to \$1,500 for the November 3, 2020 Presidential Election. The request for the increase is based on the increase in permanent absentee voters (from 176 in November 2016 to 549 in November 2020), the increase in total voters (1,694 – November 2016 to 2,274 – November 2020), number of early in-person voters for the 2020 election, and the number of early in-person voters that were either waiting for Covid test results or had tested positive for Covid. Supported by Larry Omo. MOTION CARRIED. By roll call vote: James Snivley – yes, Larry Omo – yes, Shelly AcMoody – yes, Amy Havasy – yes, Greg Gemmill – yes. RESOLUTION PASSED

Larry Omo made a motion that the Township cover the cost of any Covid testing, if necessary. Jim Snivley asked about free testing through a pharmacy or hospital, which Amy Havasy agreed to use. Supported by Greg Gemmill. MOTION CARRIED

PUBLIC COMMENT (3 MINUTE LIMIT)

Michael Mihuc stated that he was impressed with Shelly AcMoody's concern for the customer service that the township provides.

Bill Benjamin that a process flow diagram might be a good way for Zoning to account for any variances that could arise during the permit process, and that it might be beneficial to include something of this nature in the procedure manual.

Kelli Cook agreed that a procedural manual would be beneficial in the event that someone had to fill in for the zoning administrator.

Randy Cook, owner of Dee's on Pearl and Angola Road, believes the township has a unique opportunity to revive 2 blighted buildings with retail marijuana shops.

Michael Mihuc stated that he shares a mutual interest with the Cook's, and has an interest in investing in a retail marijuana business in the area.

Matt Drennan introduced Colin Kummerfeldt from APEX Energy, who is partnering with ESA Solar. Matt wanted to inform the Board of an agreement that will be put in front of the Planning Commission at the November 5, 2020 meeting that they can weigh in on. He stated that ESA Solar will not apply for a permit in Ovid Township until the Township is comfortable. (He believes a target date of April 15, 2021 is attainable.) He also stated that ESA Solar is prepared to cover attorney and consultant fees.

Motion to Adjourn made by Larry Omo, supported Greg Gemmill. MOTION CARRIED

Meeting adjourned at 7:09 PM.

Respectfully submitted by Amy Havasy, Clerk