

Ovid Township Board
Branch County, Michigan
Meeting Minutes
June 10, 2013

The **Ovid Township Board** met on June 10th, 2013 at Ovid Township Hall.

MEMBERS PRESENT: Sue Miller, Supervisor; Nancy Price, Treasurer; Judy Sabaitis, Clerk; Larry Omo, Trustee. Also in attendance were 5 guests.

MEMBERS Absent: Ron Sampsel, Trustee

The regular monthly meeting was called to order at 7:30PM by Sue Miller, who then led the board members and attendees in the pledge to the Flag.

AGENDA: Larry Omo moved to approve the agenda, supported by Nancy Price.
MOTION CARRIED.

MINUTES: Larry Omo moved to approve the minutes from the May 13, 2013 regular board meeting, supported by Sue Miller. MOTION CARRIED.

Treasure's Report: Sue Miller asked if anyone had any questions on the general fund balance sheet or list of payables for the month. Judy Sabaitis discussed the Liberty Propane bill and credit balance from last year and also discussed the check from worker's compensation from Michigan Municipal League, and MTA dues.

Judy Sabaitis moved to submit a check to McKenna and Associates for services provided in the amount of \$962.00, supported by Sue Miller. MOTION CARRIED.

Public Comment: Sue Miller opened the floor for public comment, and there was none. Sue Miller then informed members and guests of the Sherriff's report in the absence of Sherriff Pollack and stated that it would be place on file with Ovid Township.

Old Business:

A. Signage at Lockwood Cemetery.

- Sue Miller stated that the engraver had completed the stone and she thought they did a nice job. Russ Jennings agreed that the sign on the stone looked very nice and recommended that other members and guests check in out if they are in the area of the cemetery. Sue Miller further stated that the back of the stone is engraved with the donor name: Randy Heller Family, and added that they are looking for more large rocks. Larry Omo stated that they may have found one for the Wilson Cemetery and added that the one at Lockwood looks great with the landscaping.

B. Policy on non-sufficient fund checks.

- Along with a policy for non-sufficient fund checks, Judy Sabaitis stated that Ovid Township is in need of a capitalization and investment policy, which would include fraud risk and business code of conduct and the accounting procedures manual. She requested that copies from Sturgis Township be reviewed as samples. After a brief discussion regarding the process of moving forward on a policy manual, Sue Miller recommended

that the discussion be tabled for a later date after a review of the current policy, sample policies, and a re-drafted policy is complete for Board action.

C. West Channel Drive update on notice to residents

- Sue Miller stated that a notice was sent to Ovid residents stressing the importance and process of the road project: double chip and seal, not asphalt in mid-June. Sue Miller also stated that Trent Arver was sending estimates to the residents for the cost of connecting their driveways to the road. The Township will send invoices to residents if they choose to have the Road Commission connect their driveway. If they choose to do the drive/roadway connection themselves, they must get a permit from the Road Commission and provide proof of homeowners insurance.

New Business:

A. Application for fireworks display permit – Melrose Pyrotechnics, Inc. – Fireworks display on Coldwater Lake

- Sue Miller discussed the annual application for fireworks display on Coldwater Lake. Melrose Pyrotechnics, Inc. provided the proof of liability insurance. Fireworks will be on July 6th with a rain date of July 7th. Larry Omo made a motion to approve the application, supported by Sue Miller. MOTION CARRIED.
- Sue Miller stated that she would provide a copy to the president of the Coldwater Lake Association.

B. Principles of Governance Policy

- Sue Miller stated that the Ovid Township Board needed to review and adopt the official Principles of Governance policy from the MTA and that it be signed by all board members. Sue Miller stated that MTA also requested that the townships display the document at the Township location. Judy Sabaitis moved to adopt the Principles of Governance document, supported by Nancy Price. MOTION CARRIED.
- Sue Miller requested that the original document be signed by all board members at the July meeting.

C. L-4029 2013 tax rate request – Township Millage

- Sue Miller stated that the operating Township Millage would be the same as last year. Sue Miller made a motion to accept the L-4029 2013 tax rate as presented, Larry Omo supported. MOTION CARRIED.
- Sue Miller and Judy Sabaitis signed the document for return.

D. Petition from owners abutting Mud Lake Drive to amend special assessment district to include dust control on said drives.

- Sue Miller stated that property owners contacted her regarding an amendment to the special assessment to include dust control and to continue the current \$100 per dwelling assessment. A petition was signed by 72% of the residents on Mudd Lake Drive. Sue Miller stated that the Township must hold at least one public hearing and further stated that it could be held 30 minutes prior to the July 8th regular Ovid Township Board Meeting. Judy Sabaitis stated that the public hearing would need to be advertised and Sue Miller stated that she would send out notices. Larry

Omo made a motion to hold the public hearing on July 8th at 7 PM with the regular board meeting to immediately follow the public hearing, supported by Judy Sabaitis. MOTION CARRIED.

Public Comment:

- Sue Miller opened the floor to public comment, there were none.

Reports

- A. Zoning – Russ Jennings informed board members that he issued 4 zoning permits, with 2 in May.
- B. Assessing – Sue Miller informed board members and guests that property values had been turned over to the county for summer tax assessment. She also stated that she was still working to identify properties in proposed weed control. She stated that the process was very time consuming and they had a preliminary list of 1200 residents, stating that they are currently working on narrowing those numbers down.
- C. DPW – Paul Winbigler stated that they had a DPW meeting on April 9th and discussed the South Moore and North Moore estates with an extensive report regarding the water system issues, Bayview and the recommendation for new tanks, filters and maintenance concerns, and the status of the lift station. Mr. Winbigler further stated that a special meeting was held on May 21, 2013 to discuss the North Moore and South Moore Estates and submitted to the reports to the Ovid Township Board.
- D. County Commissioner – Don Vrablic presented the Commissioner’s monthly report including information on: Tire Collection, Hazardous Waste Collection, State Revenue Sharing, ORV Bills and Amish Buggy Registration. Mr. Vrablic submitted a written report to all board members. Mr. Vrablic also discussed to the turnover of road commission trucks with Larry Omo as the subject was discussed at a prior board meeting.
- E. Cemetery Sexton – George Baker was not present at the meeting and there was no cemetery sexton report.

Correspondence

- There was no correspondence.

Adjourned: Larry Omo made a motion to adjourn the meeting, supported Nancy Price. Meeting adjourned at 8:43 PM.

Respectfully Submitted,

Judy Sabaitis, Clerk
Recorded by Robbi Omo