

# Essex Township

## Clinton County, Michigan

---

Carla Wardin, Supervisor  
Angela Bunn, Clerk  
Kathleen George, Treasurer  
Rex Ferguson, Trustee  
James Gavenda, Trustee

---

### 10/21/2015 REGULAR MEETING

Township Supervisor Carla Wardin called the meeting to order at 7:00 pm in the Maple Rapids Community Center. She began the meeting with the Pledge of Allegiance.

### ROLL CALL

Present: Supervisor Carla Wardin, Trustee James Gavenda, Trustee Rex Ferguson, Treasurer Kathleen George and Clerk Angi Bunn

### VISITORS

Township Assessor Beth Botke, County Commissioner Kam Washburn

### VISITOR CONCERNS AND STATEMENTS County Commissioner Kam Washburn

Washburn reported he expects the County's general operating budget to be passed by the end of October. The budget is just under \$21 million.

The \$69,000 mental health for the Clinton County jail contract has been approved. Washburn explained that as the County jail houses federal prisoners, it is required that all inmates receive a mental health assessment. It has been found that 67% of prisoners have mental health issues.

The County has authorized a goose hunt at Clinton Lakes. The licenses for the hunt will be issued on a lottery-type drawing.

### Township Assessor Beth Botke CPI

Botke reported the Consumer Price Index (CPI) for the year is .3%. She also submitted Federal Poverty Guidelines for consideration by the Board to be used in determining Poverty Exemptions for 2016. The Board will review those guidelines and discuss at the December meeting.

### AMAR compliance

The Township was notified that it has not met compliance requirements set by the Audit of Minimum Assessing Requirements (AMAR), held in 2014. Botke has responded to the state explaining the Township will expand boundaries to get the commercial property comparisons needed to meet AMAR requirements.

Electronic filing	Botke expects the Township's assessing filing to be fully converted to electronic in December.
APPROVAL OF 6/17/2015 MINUTES	The reading of the 8/19/2015 regular meeting minutes was waived. George moved to approve the meeting minutes as presented. Supported by Ferguson. Motion passed and carried (MPC).
REVIEW OF AGENDA	The agenda was reviewed. There were no additions.
TRUSTEE'S REPORT Traffic Summit	Ferguson attended the Clinton County Traffic Summit. The Clinton County Road Commission discussed County projects for 2016. There were no projects planned for Essex Township. He reported there will be a bit more matching funds for road projects in the next fiscal year.
Domain name	It is time to renew the Township's domain name: essexwp.org. Ferguson will renew, as this is an annual expense already budgeted.
MPFD	Gavenda reported the Maple Rapids Fire Department has had 49 medical calls and 17 fire calls so far this year. Many of the fire calls have been to assist other departments.
TREASURER'S REPORT	<p>The Treasurer reported the general fund balance is \$72,370.12. She reviewed income and expenditures since the last meeting. Bunn moved to accept the Treasurer's report as presented, supported by Ferguson. MPC.</p> <p>George reported 91.7% of summer taxes have been collected. She has renewed the CD on the Cemetery fund.</p> <p>The newsletter to be included in the winter tax notices is being prepared. George will need articles by November 1. Article topics were discussed.</p>
CLERK'S REPORT	<p>Bunn reviewed the general ledger for the fiscal year and reviewed checks #5507-5548.</p> <p>Since the last meeting, Bunn has sold two spaces in the Lowe Cemetery. There have been two full burials and two footing ordered and poured. The Township's F-65 form has been submitted and accepted by the State. The Township has been audited by the Michigan Municipal League for the Workman's Compensation fund. Bunn anticipates a small increase in annual fees, as election workers will also be covered by the policy. The Township had one FOIA request for elected officials' salary information. Bunn acknowledged the request and remitted the information. George</p>

motioned to accept the Clerk's report. Supported by Ferguson. MPC.

Reimburse Treasurer  
Office Supplies

George has requested the Township reimburse the cost of one-half of antivirus software utilized on the computer used for Township business. George is requesting half of the cost, as she also uses the software on a personal computer. Cost to the Township would be \$47.69. Wardin motioned to reimburse this cost, supported by Gavenda. MPC

SUPERVISOR'S REPORT  
Future land use map

Based on Township Board comments and questions, Pete Preston will revisit the Future Land Use Map.

Maniez project  
update

Wardin and Commissioner Washburn have been working with Al Hoard, Clinton County Zoning Administrator, regarding the Maniez project. Hoard is issuing a direct order to Maniez with timelines and consequences for non-compliance. The order may not be issued until the spring, but no activity on the site until the order is issued.

Sowle Mausoleum  
Window repair

Township resident Mark Winsor has repaired the Sowle Cemetery Mausoleum window. Winsor has refused payment for his services. The Township wishes to express its gratitude for the completion of this project.

ADJOURNMENT

There being no further business before the Board, George motioned to adjourn the meeting at 8:05 pm, supported by Ferguson. MPC. The next regular meeting of the Essex Township Board will be held December 16, 2015 at 7:00 pm in the Maple Rapids Community Center.

Respectfully submitted,  
Angela Bunn  
Essex Township Clerk