

**Essex Township - Minutes of the Regular Monthly Meeting
August 26, 2020 @ 7:00 p.m.**

Members Present: Supervisor Carla Wardin, Trustee James Gavenda, Trustee Mark Winsor, Treasurer Kathy George, Clerk Lori Conner

Visitors: Assessor Beth Botke, James Bancroft, Deputy Tracy Barber

Call to Order: Township Supervisor Carla Wardin called the meeting to order at 7:00 p.m. in the Lowe United Methodist Church parking lot (due to COVID restrictions) followed by the Pledge of Allegiance.

Visitor Statements:

Deputy Tracy Barber, Essex Township Deputy Liaison

- Update given on policing activity in Essex Township.

Township Assessor Beth Botke

- Board of Review was held on July 21, 2020. Two petitions were reviewed.
- The 2020 Essex Township L-4029 has been calculated.

James Bancroft, Cemetery Maintenance

- Discussed contract and interment of cremains sealed in headstone (Sowle Cemetery, Lot P17, space A).

Minutes of June 17, 2020 Regular Meeting and June 28, 2020 Special Meeting: Gavenda moved to approve the meeting minutes; supported by Winsor. Motion passed and carried (MPC).

Approval of Agenda: The agenda was reviewed. Line item "New Business: A. L-4029" was added.

Trustee Reports:

Trustee Gavenda:

- Ambulance report was given. Clinton Area Ambulance Service's report on financial statement was submitted.

Treasurer's Report:

- The general ledger for the period 06/14/20 – 08/15/20 was reviewed including checks #6410 - 6446.
- Checking balance is \$104,080.58.
- Tax checking balance is \$56,688.42.
- CD Balance is \$8547.14.
- Gavenda moved to accept the treasurer's report, supported by Winsor. MPC.

Clerk's Report:

- Year to date budget was reviewed.
- Wardin moved to reallocate \$1200 from 941:Contingency to 215-810: Audit Support, supported by George. MPC.
- Cemetery fees were reviewed and discussed. Gavenda moved to increase the purchase of burial rights fee (4' x 8' space) to \$300 for residents and \$600 for non-residents, effective October 1, 2020, supported by Winsor. MPC.
- George moved to accept the clerk's report, supported by Gavenda. MPC.

Supervisor's Report

- Roads update:
 - o Forest Hill bridge construction is complete.
 - o Chip seal is complete. Lines to be painted in September.
- Planning commission report:
 - o Construction and permits are up in Clinton County.
 - o The Glanbia cheese factory is slated to open in October.
- Cemetery:
 - o Township residents helped remove downed tree limbs after storm. Ferralls Tree Service was contracted to cut and remove downed trees.
 - o James Bancroft to be paid \$150 for interment of cremains sealed in headstone (Sowle Cemetery Lot P17, space A). Future cremation interments within headstones to be discussed with Bancroft and board.
 - o Anonymous donor offered \$1200 for removal of tree in Sowle Cemetery if township will match funds. Discussion tabled.
 - o Cemetery Manager position to be added to township and job description to be posted to website.

Old Business:

New Business:

- Gavenda moved to accept the 2020 Essex Township L-4029, supported by George. MPC.

Adjournment: George moved to adjourn the meeting at 8:32 p.m., supported by Winsor. MPC. The next regular meeting of the Essex Township Board will be held October 21, 2020, at 7:00 p.m. at the Lowe United Methodist Church Hall.

Respectfully submitted,
Lori Conner, Essex Township Clerk