

Essex Township - Minutes of the Regular Monthly Meeting

August 15, 2018 @ 7:00 p.m.

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

Visitors: Assessor Beth Botke, Dawn Levey

Call to Order: Township Supervisor Carla Wardin called the meeting to order at 7:00 p.m. in the Lowe United Methodist Church Hall followed by the Pledge of Allegiance.

Visitor Statements:

Dawn Levey

- *Running for State Representative and outlined her goals.*

Beth Botke

- *Audit of Minimum Assessing Requirements (AMAR) was passed.*
- *Attended professional conference in Traverse City*

Minutes of June 20, 2018 Meeting: Gavenda moved to approve the meeting minutes with meeting date change, supported by Winsor. Motion passed and carried (MPC).

Approval of Agenda: The agenda was reviewed.

Trustee Reports:

Trustee Gavenda

- Bushes were removed from front of the mausoleum in Sowle Cemetery.

Treasurer's Report:

- The general ledger for the period 6/15/18 – 8/10/18 was reviewed including checks #6040-6069.
- The general fund balance is \$122,896.25. Total income for the period 6/15/18 – 8/10/18 was \$22,109.58 while total expenses were \$72,526.09.
- Cemetery CD balance is \$8358.10. Tax checking balance is \$59,435.54.
- Gavenda moved to accept the treasurer's report, supported by Winsor. MPC.

Clerk's Report:

- Year to date budget was reviewed.
- Wardin moved to transfer \$400 from "Cemetery: miscellaneous / project" to "Cemetery: refunds", supported by Winsor. MPC.
- Winsor moved to accept the clerk's report, supported by Gavenda. MPC.

Supervisor's Report

- Wardin moved to approve the Island Road culvert contract signed in July, supported by Winsor. MPC.
- A property on Lowe Road has 30 days to clean up lawn. Doug Riley is monitoring.
- Burial payment procedure was reviewed.
- Library programs are scheduled in the Lowe United Methodist Church Hall on October 22 and April 15.
- A check in the amount of \$731.76 was received from Fahey Schultz Burzych Rhodes PLC for reimbursement of past overpayment.

New Business:

None

Old Business:

None

Adjournment: Gavenda moved to adjourn the meeting at 7:28 p.m., supported by Winsor. MPC. The next regular meeting of the Essex Township Board will be held October 17, 2018, at 7:00 p.m. at the Lowe United Methodist Church Hall.

Respectfully submitted,
Lori Conner, Essex Township Clerk