

Essex Township

Minutes of the Regular Monthly Meeting

February 21, 2018 @ 7:00 p.m.

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

Visitors: County Commissioner Kam Washburn, Assessor Beth Botke, Lee Thelen, Jim Miller, Jim Bancroft, Dottie Bancroft

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:

County Commissioner Kam Washburn

- Board of Commissioners elected new officers on 1/3/18.
- Clinton Area Transit approved a 1.6 million dollar budget.
- A committee is being formed to assess the processing of zoning violations.

Township Assessor Beth Botke

- Board of Review will be meeting March 14th and 15th and notices have been posted.
- Essex Township had a 5.15% increase in total assessed value change.

Lee Thelen

- Recommended 10 truckloads of gravel be spread on Hyde Road between Lowell and McNeil Road.

Jim Miller, Les Miller and Sons Aggregates, Inc.

- Submitted renewal of grave digging contract. Proposed a winter rate of \$600 (November 1 – April 30) and a summer rate of \$500 (May 1 – October 31).
- Proposed a fee of \$50/burial to haul dirt from cemeteries as needed.

Jim Bancroft

- Submitted a renewal of cemetery maintenance contract. Proposed a \$200 increase in lawn mowing fees and a two cent/square inch increase in price of footings.

Dottie Bancroft

- Proposed a continuation of a yearly mausoleum cleaning at the rate of \$100.

Minutes of December 20, 2017 Meeting: Gavenda moved to approve the meeting minutes, supported by Winsor. Motion passed and carried (MPC).

Approval of Agenda: The agenda was reviewed.

Trustee Reports:

- Trustee Gavenda reported the Clinton Area Ambulance board passed a resolution to purchase a new remount truck.

Treasurer's Report:

- The general ledger for the period 12/1/17 – 2/11/18 was reviewed including checks #5951-5976.
- The checking balance is \$138,522.05. Total income for the period 12/1/17-2/11/18 was \$76,967.98 while total expenses were \$16,948.37.
- Cemetery CD balance is \$8358.10. Tax checking balance is \$10,588.59.
- Gavenda moved to accept the treasurer's report, supported by Winsor. MPC.

Clerk's Report:

- Year to date budget was reviewed.
- Conner moved to decrease budget account "assessor:supplies" from \$3000 to \$1200 and reallocate the remaining \$1800 between "assessor:land use fee" (\$200) and "unallocated:contingency" (\$1600), supported by Winsor. MPC.
- Proposed budget for FY 2018-2019 was reviewed.
- Prairie cemetery burial map is up on website.
- Karen Martinez will continue to mow Prairie Cemetery
- George moved to accept the clerk's report, supported by Winsor. MPC.

Supervisor's Report

- 2018 road projects were discussed. Cost share will be \$29,973.39.

Old Business:

- Report from County Planning and Zoning was given.

New Business:

- Winsor moved to accept the "Grave Digging Service Agreement" contract between Essex Township and Les Miller and Sons, Aggregates, Inc., supported by George. MPC.
- Gavenda moved to accept the "Cemetery Lawn Care" contract between Essex Township and James Bancroft, supported by Winsor. MPC.

- Motion made by George to accept the “Resolution for Roads and Bridges Millage” with updated election date of August 7, 2018, supported by Gavenda. Upon roll call the following voted:
“Aye”: Gavenda, Winsor, Wardin, Conner, George
“No”:
Supervisor Wardin declared the resolution adopted.

Adjournment: Gavenda moved to adjourn the meeting at 8:01 p.m., supported by Winsor. MPC. The next regular meeting of the Essex Township Board will be held March 21, 2018, at 7:00 p.m. in the Lowe United Methodist Church Hall.

Respectfully submitted,

Lori Conner

Essex Township Clerk