

Essex Township
Minutes of the Regular Monthly Meeting
March 15, 2017 @7:00 p.m.

Members Present: Supervisor Carla Wardin, Trustee James Gavenda, Treasurer Kathleen George, Clerk Lori Conner

Visitors: None

Call to Order: Township Supervisor Carla Wardin called the meeting to order at 7:00 p.m. in the Maple Rapids Community Center followed by the Pledge of Allegiance.

Visitor Statements: None

Minutes of February 15, 2016 Meeting: George moved to approve the meeting minutes, supported by Gavenda. Motion passed and carried (MPC).

Approval of Agenda: The agenda was reviewed.

Trustee Reports:

- Gavenda attended a meeting of the Clinton County Ambulance Service. He reported that the budget looks positive and Greenbush Township continues negotiations on rescue rig operation.
- Gavenda reported that there have been 20 rescue runs and 9-10 fire runs in 2017 ytd.

Treasurer's Report:

- The total banking balance is \$138,540.71 with \$137,440.71 in the general fund and \$1,100.00 in tax checking. Total income for the period 2/1/17 – 3/10/17 was \$30,849.00 while total expenses were \$17,662.95.
- George reported tax collections ended on 2/28/17 with 93.1% of taxes paid on time.
- George and Conner attended a class entitled "Building a Better Budget".
- Gavenda moved to accept the treasurer's report, supported by Wardin. MPC.

Clerk's Report:

- The general ledger for the period 02/13/17 –03/13, 2017 was reviewed including checks #5801 - 5818.

- Software will be purchased in the upcoming year to track cemetery transactions and plots.
- Gavenda moved to accept the clerk's report, supported by George. MPC.

Supervisor's Report

- Cost share for county road projects was set at \$22,255.02 for FY2017-2018.
- Ferralls has been solicited to remove dead trees from cemeteries and will do so when schedule allows.
- An independent election may be needed in 2017 for millage renewal.
- Lowe United Methodist Church is being considered as a future meeting location.

Old Business:

- Office phone policy was reviewed. Until 2020, treasurer, clerk, and supervisor can be reimbursed \$240 per year if they use a separate phone line for their position.

New Business:

- A property foreclosure at 7789 North Wacousta Road is available for purchase. More information to be gathered.

Adjournment: Wardin moved to adjourn the meeting at 7:55 p.m., supported by Gavenda. MPC. The next regular meeting of the Essex Township Board will be held April 19, 2017, at 7:00 p.m. Location to be determined.

Annual Budget Meeting: Supervisor Wardin then convened the Public Budget Hearing. The proposed budget for the 2017-2018 fiscal year was reviewed including all categories and line items.

Approval of Budget: George moved to approve the budget for the 2017-2018 fiscal year, supported by Gavenda. MPC.

Board salaries include a 2.8% increase based on rate of inflation.

- Supervisor - \$10,280.00
- Clerk: \$13,299.65
- Treasurer: \$13,299.65
- Trustees: \$108.13 per meeting
- Assessor: \$12,320.00 (Contract), \$2464.00 (Salary)

Budget Meeting Adjournment: George moved to adjourn the annual budget meeting at 8:25 p.m., supported by Gavenda. MPC.

Respectfully submitted,

Lori Conner

Essex Township Clerk