

Essex Township - Minutes of the Regular Monthly Meeting

October 17, 2018 @ 7:00 p.m.

Members Present:

Supervisor Carla Wardin, Trustee James Gavenda, Trustee Mark Winsor, Treasurer Kathleen George, Clerk Lori Conner

Visitors:

Assessor Beth Botke, Rex Ferguson, Louise Ferguson, Ann Gifford

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:

Beth Botke

- Received the 2018 President's Award from the Michigan Assessors Association
- Reported:
 - o 3 Partial Construction Permits from last year to be visited.
 - o As of September 28, Essex Township has had 10 Construction Permits for 2018 which include 3 new home permits, 3 utility buildings, 1 porch, 1 agricultural building, 1 deck, and 1 garage

Rex Ferguson

- Reported that a resident had inquired about a Potter's Field in the northwest corner of Lowe Cemetery. There is evidence that a Potter's Field does exist and the map and website will now reflect that lots in that area are not for sale.

Minutes of August 15, 2018 and September 4, 2018 Special Meeting:

Gavenda moved to approve the meeting minutes, supported by George. Motion passed and carried (MPC).

Approval of Agenda: The agenda was reviewed.

Trustee Reports:

Trustee Gavenda

- Reported that the Maple Rapids Fire Department has had 58 rescue runs and 20 fire runs thus far in 2018.
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Treasurer's Report:

- The general ledger for the period 8/1/18 – 10/11/18 was reviewed including checks #6066-6106.
- The general fund balance is \$98,618.54. Total income for the period 8/1/18 – 10/11/18 was \$26,622.99 while total expenses were \$54,235.85.
- Cemetery CD balance is \$8358.10. Tax checking balance is \$3522.05.
- Solicited ideas for upcoming newsletter:
 - o Assessor Botke's MAA award
 - o Road project update

- Maple Rapids Fire Department's new ATV for fighting fire and remote rescues
- Completed township audit
- Winsor moved to accept the treasurer's report, supported by Gavenda. MPC.

Clerk's Report:

- Year to date budget was reviewed.
- Wardin moved to transfer \$200 from "Unallocated: contingency" to "Clerk: computer / web services", supported by George. MPC.
- George moved to transfer \$1000 from "Unallocated: contingency" to "Clerk: audit fee", supported by Winsor. MPC.
- Biennial audit reviewed.
 - As of 3/31/18, the township's total net position was \$287,793.
 - Total expenses at year end were \$186,347.
 - Total revenues were \$227,233.
 - General fund balance had a net increase of \$27,651.
- Gavenda moved to accept the clerk's report, supported by Winsor. MPC.

Supervisor's Report

- The Michigan Par Plan Risk Assessment recommended "non-potable water" signs be posted at all water pumps in township cemeteries. Wardin to post signs.
- Two bills were received from the Clinton County Road Commission:
 - 3rd application of mineral well brine on township roads (\$8,762.65)
 - Culvert replacement on Island Road east of Lowell (\$28,382.42)
- Planning and Zoning update:
 - Complaints were raised between Maniez and neighbors. After review, no violations were found for either party.
 - 4864 Lowe has cleaned up yard and case is closed.
 - Rosendale variance request was denied by county.
- Briggs District Library is seeking board members.
- A bill was received from Fahey, Schultz, Burzych, Rhodes Law Firm (\$50.55) for FOIA legal counsel.

New Business: None

Old Business: None

Adjournment: Winsor moved to adjourn the meeting at 7:34 p.m., supported by Gavenda. MPC. The next regular meeting of the Essex Township Board will be held December 19, 2018, at 7:00 p.m. at the Lowe United Methodist Church Hall.

Respectfully submitted,
Lori Conner, Essex Township Clerk