

Essex Township - Minutes of the Regular Monthly Meeting

February 19, 2020 @ 7:00 p.m.

Members Present: Supervisor Carla Wardin, Trustee James Gavenda, Trustee Mark Winsor, Deputy Treasurer Ann Gifford, Clerk Lori Conner

Visitors: Assessor Beth Botke, Jim Miller, James and Ida Bancroft, Deputy Tracy Barber, Lynn Weber

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:

Deputy Tracy Barber, Essex Township Deputy Liaison

- Made introductions and distributed business cards

Beth Botke, Township Assessor

- Board of Review to be held March 11th (3 p.m. – 9 p.m.) and March 12th (9 a.m. – 3 p.m.) at the Lowe Methodist Church
- Demonstrated Pivot Point software

James Bancroft, Cemetery

- Submitted and discussed 2 year cemetery care contract
- Terms remain the same

Jim Miller, Les Miller and Sons Aggregates, Inc.

- Submitted and discussed 2 year grave digging contract
- Terms remain the same with an additional charge of \$100 for weekend burials

Lynn Weber, Director, Clinton Area Ambulance Service Authority (CAASA)

- Requests a per capita increase for CAASA from \$3.00 to \$6.00
- Last increase was in 2011
- Discussed need to continually upgrade equipment and increasing ambulance calls (3300 in 2019)

Minutes of December 18, 2019 Meeting: Gavenda moved to approve the meeting minutes; supported by Winsor. Motion passed and carried (MPC).

Approval of Agenda: The agenda was reviewed and discussion on clerk's salary was tabled until March meeting.

Trustee Reports: None

Treasurer's Report:

- The general ledger for the period 12/15/19 – 02/08/20 was reviewed including checks #6316-6339.
- The checking balance is \$129,732.65. Tax checking balance is \$103,692.72. Cemetery CD balance is \$8438.19.
- Gavenda moved to accept the treasurer's report, supported by Winsor. MPC.

Clerk's Report:

- Year to date budget was reviewed.
- Conner moved to reallocate \$400 from "Unallocated/contingency" to "Assessor: Land Use Fee", supported by Gavenda. MPC.
- Conner moved to accept James Bancroft's two year cemetery lawn care contract, supported by Gavenda. MPC.
- Conner moved to accept Jim Miller's two year grave digging services contract which includes an additional \$100 for weekend burials, supported by Winsor. MPC.
- Gavenda moved to accept the clerk's report, supported by Winsor. MPC.

Supervisor's Report

- Proposed budget for FY20-21 was reviewed.
- Reviewed 2020 Clinton County Road Commission report. Wardin to request estimates on most needed road work projects.
- Community Development Director, Doug Riley, reports that Essex Township has the third most housing starts in Clinton County.

New Business:

- Wardin moved to accept the resolution on a per capita increase for CAASA from \$3.00 to \$6.00, supported by Winsor. MPC.
Roll call vote:
Ayes: Gavenda, Winsor, Wardin, Conner
Nays: none
- Wardin moved to accept the CAASA 2020-2021 budget, supported by Winsor. MPC.

Adjournment: Wardin moved to adjourn the meeting at 7:46 p.m, supported by Gavenda. MPC. The next regular meeting of the Essex Township Board will be held March 18, 2020, at 7:00 p.m. at the Lowe United Methodist Church Hall.

Respectfully submitted,
Lori Conner
Essex Township Clerk