

**Essex Township - Minutes of the Regular Monthly Meeting  
February 17, 2021 @ 7:00 p.m.**

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

**Visitors:** Beth Botke, Assessor; Lynn Weber, Director CAASA

**Call to Order:** Township Supervisor Carla Wardin called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**Visitor Statements:**

Beth Botke, Assessor:

- Assessment notices to be mailed on Friday, February 19
- Essex Board of Review to combine with Greenbush Township
- Board of Review to be held on March 10 (3 p.m. – 9 p.m.) and March 11 (9 p.m. – 3 p.m.) and will follow Covid safety guidelines

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

- CAASA to purchase a new ambulance
- CAASA requests additional \$3.00 / capita to fund capital improvements

**Minutes of December 16, 2020 Meeting:** Wardin moved to approve the meeting minutes; supported by Gavenda. Motion passed and carried (MPC).

**Additions and Approval of Agenda:** The agenda was reviewed.

**Trustee Reports:**

Trustee Gavenda:

- CAASA seeking additional funding in future years for capital improvements and continued quality service.

**Treasurer's Report:**

- The general ledger for the period 12/06/20 – 2/12/21 was reviewed including checks #7059 - 7084.
- General checking account balance: \$121,582.96.
- Tax account balance: \$202,897.30.
- Cemetery CD balance: \$6730.52.
- Gavenda moved to accept the treasurer's report, supported by Winsor. MPC.

### Clerk's Report:

- Year-to-date budget was reviewed
- Proposed budget for FY21-22 was reviewed
- George moved to accept the clerk's report, supported by Gavenda. MPC.

### Supervisor's Report

- Report from Doug Riley, Clinton County Planning Commission Director
  - o Number of residential permits issued in Clinton County remains strong despite pandemic
  - o There are no current zoning enforcement cases in Essex Township
  - o Clinton County has hired a firm to update zoning ordinance and make it more adaptable to current technologies
  - o Work has begun on 5-year review of the County Comprehensive Plan
  - o Wendy Ward, Planning and Zoning secretary, retired in December. Jessica Plesko is her successor.

### New Business:

- George moved to approve the ***Interlocal Agreement for Greenbush Township and Essex Township to approve a Combined Board of Review for the period of January 1, 2021 through December 31, 2022***, supported by Gavenda. MPC.
- Wardin moved to appoint Lawrence Pierce and Dan Findlay to the combined Board of Review, supported by Winsor. MPC.
- Wardin moved to approve the ***Resolution to Authorize Clinton Area Ambulance Service Authority to Purchase and Finance an Ambulance***, supported by Goerge.  
Ayes: Gavenda, Winsor, Wardin, George, Conner  
Nays: None
- Wardin moved to approve the ***Funding Resolution for Clinton Area Ambulance Service Authority*** at \$6.00 / capita, supported by Gavenda.  
Ayes: Gavenda, Winsor, Wardin, George, Conner  
Nays: None
- Wardin moved to approve the budget for Clinton Area Ambulance Service Authority, supported by George. MPC.

**Adjournment:** Wardin moved to adjourn the meeting at 7:39 p.m, supported by George. MPC. The next regular meeting of the Essex Township Board will be held March 17, 2021, at 7:00 p.m.

Respectfully submitted,  
Lori Conner, Essex Township Clerk