

Essex Township - Minutes of the Regular Monthly Meeting
March 18, 2020 @ 7:00 p.m.

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

Visitors: Assessor Beth Botke, Terri Camburn

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:

Township Assessor Beth Botke

- March Board of Review was held. There were 4 petitions (1 residential and 3 Disabled Veteran Exemptions).
- Ad Valorem Assessment Roll: 2020 SEV \$119,202,300. 2020 Taxable: \$63,380,368. Taxable value increase - \$3,275,046. DNR-PILT Assessment Roll: 2020 SEV \$775,900. 2020 Taxable \$418,422.

Minutes of February 19, 2020 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:

- Due to the COVID-19 pandemic, new precautions are in place for fire and rescue.

Treasurer's Report:

- The general ledger for the period 1/31/20 – 3/8/20 was reviewed including checks #6334 - 6351.
- Checking balance is \$150,642.89.
- Tax checking balance is \$1100.00.
- CD Balance is \$8438.19.
- Tax collection rate is 95%.
- 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 \$25.00 from "unallocated: contingency" to "cemetery: electricity"; supported by Winsor. MPC.
- George moved to reallocate \$100.00 from "unallocated : contingency" to "elections: supplies"; supported by Conner. MPC.
- George moved to accept the clerk's report, supported by Gavenda. MPC.

Supervisor's Report

- 2020 Road Projects were reviewed and authority was given to sign contracts for:
 1. Gravel Wacousta Road (Kinley to Colony)
 2. Gravel Kinley Road (Forest Hill to Essex Center)
 3. Gravel Hoover Road (Forest Hill to Essex Center)
 4. Gravel Kinley Road (Wacousta to Bauer)
 5. Asphalt repair McNeil Road (French to Lowe)
 6. 3 applications of brine
 7. Brush spray
- Estimates will be requested for gravel on Kinley Road (Wacousta to Forest Hill) and to repair exposed tree roots on Findlay Road (Paxton to Lowe).

Old Business:

- Millage for emergency services tabled until November
- Conner moved to accept resolutions 2020-#2 through 2020-#5 to establish new township board salaries; supported by George. Treasurer: \$14,379.58; Trustees: \$1515.22; Supervisor: \$11,114.74; Clerk: \$14,379.58.
Ayes: Gavenda, Winsor, Wardin, Conner, George
Nays: None

New Business:

- George moved to accept meeting calendar for 2020 (April 15, June 17, August 26, October 21, December 16); supported by Gavenda. MPC.

Regular Meeting Adjournment: Wardin adjourned the meeting at 7:48 p.m.

Annual Budget Meeting: Supervisor Wardin convened the Public Budget Hearing at 7:48. The proposed budget for the 2020-2021 fiscal year was reviewed including all categories and line items.

Budget Meeting Adjournment: Wardin moved to adjourn the budget meeting; supported by Winsor. MPC.

Regular Meeting Reconvened and Approval of Budget: Gavenda moved to approve the budget for the 2020-2021 fiscal year with salary budget lines as follows: trustee \$3050, supervisor \$11,200, treasurer \$14,400, and clerk \$14,400; supported by Winsor. MPC.

Adjournment: Wardin adjourned the meeting at 8:00 p.m. The next regular meeting of the Essex Township Board will be held April 15, 2020, at 7:00 p.m. at the Lowe United Methodist Church Hall.

Respectfully submitted,
Lori Conner, Essex Township Clerk