

## Essex Township - Minutes of the Regular Monthly Meeting

March 20, 2019 @ 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

**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 5 petitions (4 residential and 1 personal property). One person came in for questions.
- Ending balance: Ad Valorem: SEV \$110,724,600 / Taxable Value: \$60,250,158. DNR-PILT: SEV \$775,900 / Taxable Value \$401,645.

**Minutes of February 21, 2019 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:

- Reported Maple Rapids Fire Department (MRFD) has received new ice gear.
- Pictures of the fire department's new Ranger were circulated.
- Reported that anyone interested in having their field burned should contact the MRFD and they will use it for training purposes.

### Treasurer's Report:

- The general ledger for the period 1/15/19 – 3/12/19 was reviewed including checks #6158-6179.
- The checking balance is \$141,274.32. Total income for the period 1/15/19 – 3/12/19 was \$101,468.55 while total expenses were \$11,736.04.
- Cemetery CD balance is \$8358.10. Tax checking balance is \$1100.00.
- George moved to transfer \$2000.00 from "unallocated : contingency" to "taxes : reimburse taxes", supported by Gavenda. MPC.
- Check for \$2030.86 to be sent to Clinton County Treasurer to cover late fees charged to Rich-Ro Farms for late payment of taxes. Late fees were the result of an error and not the fault of the taxpayer.
- Gavenda moved to accept the treasurer's report, supported by Winsor. MPC.

### **Clerk's Report:**

- Year to date budget was reviewed.
- George moved to reallocated \$60.00 from "unallocated : contingency" to "legislative : bank fees"; supported by Winsor. MPC.
- Revised Board of Review and Essex Township pay schedules (including 2% cost of living increase) were distributed.
- Gavenda moved to accept the clerk's report, supported by George. MPC.

### **Supervisor's Report**

- Wardin and Gavenda attended the yearly Clinton County Road Commission (CCRC) meeting and reported:
  - o Chloride will be \$2162.00 more than last year. Chloride to be applied May 2<sup>nd</sup> and July 10<sup>th</sup>. An August application will be applied if needed.
  - o Forest Hill Road (Colony to Mead) to be resurfaced with federal money at the same time CCRC is redoing the Forest Hill Bridge in March / April 2020.
  - o Maple Avenue is on a 5-year plan and is slated to be repaved in 2022.
  - o Maple Rapids Road to be resurfaced in 2019.
  - o Chip sealing of roads to be done every other year.
  - o Cost share is \$38,490.18 this year with an additional \$7135.37 left from previous years (Total: 45,625.55).
- Winsor moved to accept estimates from CCRC for highest priority road work (gravel Kinley Road, Island Road, and Mead; culvert Maple Rapids Road) and authorize Wardin to sign contracts when received; supported by Gavenda. MPC.

### **New Business:**

- Gavenda moved to accept meeting calendar for 2019-2020 (April 17, June 19, August 28, October 16, December 18, February 19, and March 18); supported by George. MPC.
- Communications were reviewed.

**Adjournment:** Wardin adjourned the meeting at 7:52 p.m. The next regular meeting of the Essex Township Board will be held April 17, 2019, at 7:00 p.m. at the Lowe United Methodist Church Hall.

**Annual Budget Meeting:** Supervisor Wardin convened the Public Budget Hearing at 7:53. The proposed budget for the 2019-2020 fiscal year was reviewed including all categories and line items.

**Approval of Budget:** George moved to approve the budget for the 2019-2020 fiscal year with a \$150 line item to be added (215-806 Clerk: L-4029 support); supported by Gavenda. MPC.

The annual budget meeting was adjourned at 8:09 p.m.

Respectfully submitted,  
Lori Conner, Essex Township Clerk