

**Essex Township - Minutes of the Regular Monthly Meeting  
March 16, 2022 @ 7:00 p.m.**

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

**Visitors:** Bonnie Hale, Tim Karasek, Jim Bancroft, Kelby Leiby

**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:**

James Bancroft

- Discussed contract modifications to offset tax requirements.

Kelby Leiby, Maple Rapids Fire Department

- There have been 7 medical runs and 1 fire run year to date in Essex Township
- Requested Essex Township consider the Maple Rapids Fire Department when distributing American Rescue Plan Act (ARPA) funds
- The fire department would benefit from a LUCAS CPR machine, new gear, a rescue vehicle, and extrication equipment.

Bonnie Hale

- Suggested raising cemetery title transfer fees from \$10 to \$25 for residents and from \$25 to \$50 for non-residents
- The mausoleum front stoop is in need of power washing
- Suggested raising pay for mausoleum cleaning from \$100 to \$125

**Minutes of February 16, 2022 Meeting:** Gavenda moved to approve the meeting minutes; supported by Wardin. Motion passed and carried (MPC).

**Additions and Approval of Agenda:** The agenda was reviewed. The following item was added to New Business: E. Cemetery Rates

**Trustee Reports:** None

**Treasurer's Report:**

- The general ledger for the period 02/01/22 – 03/12/22 was reviewed including checks #7260 - 7268.
- General checking account balance: \$249,258.87.
- Tax account balance: \$174,989.65.
- Cemetery CD balance: \$6730.52.
- Winter tax collection is complete with 93% of residents paying on time for the combined fall and winter collection

- Gavenda moved to accept the treasurer's report, supported by Winsor. MPC.

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

- Year-to-date budget was reviewed.
- George moved to accept the clerk's report, supported by Wardin. MPC.

#### **Supervisor's Report:**

- Doug Steffen, Clinton County Road Commission (CCRC), relayed that MDOT would be repairing a bridge on Tallman Road in June which would require a detour on Island Road
- Top road concerns (as determined by CCRC) were outlined and contracts to be gotten for:
  - o Gravel on Essex Center (Colony to Mead), Island Road (Forest Hill to Wacousta), Lowell Road (Kinley to Colony and Maple Rapids Road to Island)
  - o Brush spray
  - o Chipseal on Findlay (Lowe north to gravel), Lowe (McNeil to Findlay and possibly to Lowell)
- Discussed using \$20,000 in ARPA funds to purchase a LUCAS CPR machine and gear for the Maple Rapids Fire Department

#### **New Business:**

- Meetings for fiscal year 22-23 were set:
  - o 2022: April 20, June 15, August 24, October 19, and December 7,
  - o 2023: February 15, and March 15
- Conner moved to accept the resolutions to establish township supervisor, clerk, treasurer, and trustee salaries; supported by Gavenda.
  - o Ayes: Gavenda, Winsor, Wardin, Conner, George
  - o Nays: None
  - o New salaries: Supervisor - \$11,770.51, Clerk - \$15,227.98, Treasurer: \$15,227.98, Trustees - \$123.81 / meeting
- Wardin moved to accept the assessing services contract; supported by George. MPC.
- A road millage proposal is to be placed on the August 2022 ballot. Wording to be determined after the March board of review.
- Cemetery rates for cemetery title transfers to raise to \$25 for residents and \$50 for non-residents. Ida Bancroft to receive \$125 for cleaning of mausoleum.

#### **Public Budget Hearing:**

- FY 22-23 budget was discussed. Wardin moved to accept budget with line item 446-960 (Roads) increased to \$90,000; line item 171-704 (supervisor salary) increased to \$11,800; line item 215-704 (clerk salary) increased to \$15,300; and line item 253-704 (treasurer salary) increased to \$15,300; supported by George. MPC.

**Board Meeting Reconvened:**

- Wardin moved to accept the budget as outlined in the public hearing; supported by George. MPC.

**Adjournment:** Wardin moved to adjourn the meeting at 8:00 p.m.; supported by George. MPC. The next regular meeting of the Essex Township Board will be held April 20, 2022, at 7:00 p.m.

Respectfully submitted,  
Lori Conner  
Essex Township Clerk