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 a township resident. Late fees were the result of an error.
- Gavenda moved to accept the treasurer's report, supported by Winsor. MPC.

Meeting minutes approved at the 04/17/2019 meeting of the Essex Township Board.

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 2nd and July 10th. 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