

Essex Township

Clinton County, Michigan

Carla Wardin, Supervisor
Angela Bunn, Clerk
Kathleen George, Treasurer
Rex Ferguson, Trustee
James Gavenda, Trustee

8/19/2015 REGULAR MEETING Township Supervisor Carla Wardin called the meeting to order at 7:00 pm in the Maple Rapids Community Center. She began the meeting with the Pledge of Allegiance.

ROLL CALL Present: Supervisor Carla Wardin, Trustee James Gavenda, Trustee Rex Ferguson, Treasurer Kathleen George and Clerk Angi Bunn

VISITORS Township Assessor Beth Botke, Township resident Don Sisung, Deputy Treasurer Ann Gifford, County Commissioner Kam Washburn

VISITOR CONCERNS AND STATEMENTS Don Sisung As a member of the Clinton County Road Commission (CCRC), Sisung gave a report on the current standings of the CCRC. He said the CCRC will not be purchasing any new equipment due to lack of funds. Ferguson inquired if the St. Johns Public Schools' bus garage was aware of the construction on the Findlay Road Bridge, as the bridge is not completed yet. Sisung was confident the CCRC and the bus garage had been in contact. Sisung said there is no target date for the third application of mineral well brine on rural roads.

Township Assessor Beth Botke Botke reported that she has all Township records from the previous Assessor, Greg Armbrustmacher. She also reported that she had experienced a computer crash since the last meeting, but her record back-up worked as intended, and only one day of work was lost.

County Commissioner Kam Washburn Washburn has been monitoring the situation with the Maniez property, and he reported that Building and Zoning Administrator, Al Hoard, has requested the Prosecutor's office draft a Memorandum of Understanding for Maniez, with clear dates for completion of the project. The dates included in the Memorandum will be enforceable through the court.

necessary. Washburn The County has completed their financial audit, and it came back excellent. The Commissioners passed and adopted a Tri-County Hazardous Mitigation Plan.

Washburn wanted to explain that the County has little to do with the Rails-to-Trails project, but County emergency services will need to be able to have full access to the trails, and may need specialized equipment to able to access more remote portions of the trail. Washburn said this is basically an unfunded mandate for the County, and will need to be addressed through the Department of Natural Resources.

APPROVAL OF 6/17/2015
MINUTES

The reading of the 6/17/2015 regular meeting and the 6/25/2015 Special Meeting minutes was waived. Gavenda moved to approve the meeting minutes as presented. Supported by George. Motion passed and carried (MPC).

REVIEW OF AGENDA

The agenda was reviewed. There were no additions.

TREASURER'S REPORT

The Treasurer reported the general fund balance is \$89,496.68. She reviewed income and expenditures since the last meeting. Bunn moved to accept the Treasurer's report as presented, supported by Ferguson. MPC.

Data Breach Policy

George said Mercantile Bank is requiring any organization that does electronic transfer of funds to have a data breach policy in place. She also explained the electronic transfer of funds does not affect taxpayers directly, will not expose taxpayer information in any way. The Board reviewed the Data Breach Policy presented by George. Gavenda motioned to adopt the policy as presented, supported by Ferguson. MPC.

CLERK'S REPORT

Bunn reviewed the general ledger for the fiscal year. George motioned to approve the Clerk's report, supported by Gavenda. MPC.

BS&A Software

Bunn explained the Township has been informed by BS&A that the Township has been using .net software for the Assessor, without having purchased the license for that software. The Board discussed options, and Bunn motioned to move \$4,700 from unallocated funds to Assessor-supplies. Motion supported by Gavenda. MPC.

Blemaster Foundation

eligible for FEMA grants, if
that were to become

The Blemaster Foundation in Beech Cemetery has been poured and the stone has been placed. The foundation meets Township specifications, as written in the Cemetery ordinance.
Insurance Policy

Bunn presented the Township insurance policy renewal. After discussion, George motioned to renew the policy, supported by Bunn. MPC.

Supervisor Wardin reported the decking on the Findlay Road Bridge was poured August 10.

SUPERVISOR'S REPORT

Planning and Zoning Survey

Wardin reported she has received very few responses from the Planning and Zoning survey included in the Township newsletter, which was sent out with summer tax notices. Residents were asked to contact her via phone or email, as to whether they were for or against the Township pursuing localized Planning and Zoning. She received 11 responses for pursuing; 12 against.

Future Land Use Map

Pete Preston has presented the Township with a draft of a Future Land Use Map. The Board reviewed and discussed the map, and possible future repercussions. Wardin will contact Preston to get further information on how this map will be used by the County for future land use issues.

CCRC annual report

Wardin presented the CCRC annual report for Board review.

OLD BUSINESS

Cemetery Ordinance Ammendment

The Board reviewed ammendments to Cemetery Ordinance #17. Bunn moved to adopt the ordinance, supported by George. Roll call vote:
Wardin: Yea; George: Yea; Bunn: Yea; Ferguson: Yea; Gavenda: Yea.
Ordinance declared adopted.

NEW BUSINESS

Solid Waste Management Plan resolution

The Township reviewed a resolution approving an amendment to the Clinton County Solid Waste Management Plan. Upon review of the amendment, the Board concluded the amendment promoted and protects the solid waste needs and interests of Essex Township residents. Bunn moved to adopt the resolution before the Board, supported by Gavenda. Roll call vote: Bunn: Yea; Wardin: Yea; Gavenda: Yea; Ferguson: Yea; George: Yea. Resolution declared adopted.

ADJOURNMENT

There being no further business before the Board, George motioned to adjourn the meeting at 8:53 pm, supported by Ferguson. MPC.

Respectfully submitted,
Angela Bunn
Essex Township Clerk