

**Essex Township - Minutes of the Regular Monthly Meeting
December 16, 2020 @ 7:00 p.m.**

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

Visitors: Assessor Beth Botke, Commissioner Kam Washburn, Doug Steffen

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:

Beth Botke, Assessor:

- Recent building permits: 2 pools, 7 new homes, 1 attached garage, 1 lean-to, 2 decks, 3 solar, 3 utility buildings, 1 basement remodel
- Board of Review, December 15th, 2020
 - o 4 petitions
 - 2 Principle Residential Exemption
 - 1 Agricultural Exemption
 - 1 Disabled Veteran Exemption

Commissioner Kam Washburn

- New county commissioners have been sworn in
- Covid update
 - o To date 3500+ cases and 30 deaths in Clinton County
 - o Courthouse is open with restrictions in place and limited staff
 - o All jury trials suspended until 2021
- Tri-County Planning has been contracted to map county

Doug Steffen, Clinton County Road Commission

- Road commission update given. Office is open by appointment.

New Business:

- Oath of Office administered to all board members.
- Wardin moved to approve the 2021 Federal Poverty Guidelines; supported by Gavenda. Motion passed and carried (MPC).

Old Business: None

Minutes of October 21, 2020 Meeting: Wardin moved to approve the meeting minutes; supported by George. MPC.

Additions and Approval of Agenda: The agenda was reviewed.

Trustee Reports:

Trustee Gavenda:

- Clinton County Ambulance budget to be reviewed at next meeting.

Treasurer's Report:

- The general ledger for the period 10/01/20 – 12/10/20 was reviewed including checks #7010 - 7058.
- General checking account balance: \$40,970.06.
- Tax account balance: \$62,911.81.
- Cemetery CD balance: \$8547.14.
- George moved to accept the treasurer's report, supported by Gavenda. MPC.

Clerk's Report:

- Year-to-date budget was reviewed.
- Conner moved to rescind the motion made on October 21, 2020, to reallocate \$2000.00 from other revenue to election supplies (\$1000) and capital outlay (\$1000); supported by George. MPC.
- Conner moved to make a budget amendment to increase miscellaneous revenue (acct. 671) by \$5000.00 and increase election supplies (acct. 262-752) by \$2000.00, election workers compensation (acct. 262-704) by \$1000.00, election maintenance (acct. 262-934) by \$500.00, and elections capital outlay (acct. 262-970) by \$1500.00; supported by Wardin. MPC. This motion was made to compensate for election grant money received.
- Conner made a motion to reallocate \$750.00 from cemetery equipment fee (acct. 567-928) to cemetery salary (acct. 567-704); supported by Winsor. MPC.
- November 3, 2020 election update:
 - o 80% voter turnout which is up from 73% in 2016.
 - o 429 absentee voters which is up from 170 in 2016.
- Wardin moved to accept the clerk's report, supported by George. MPC.

Supervisor's Report

- Meeting dates for 2021 are scheduled as follows:
 - o February 17, March 17, April 21, June 16, August 18, October 20, and December 15. All meetings are held at 7:00 p.m.

Adjournment: Gavenda moved to adjourn the meeting at 7:39 p.m, supported by Winsor. MPC. The next regular meeting of the Essex Township Board will be held February 17, 2021, at 7:00 p.m.

Respectfully submitted,
Lori Conner, Essex Township Clerk