

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
November 21, 2017

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:10 pm
2. **Roll call:** All Board Members present. Also present: Newaygo County Deputy CJ Freriks.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Trustee Curt Chaffee made the motion to approve the agenda, supported by Trustee Richard Long. Ayes all. Motion passed.
5. **Approval of Board Minutes of October 17, 2017:** Trustee Curt Chaffee made the motion to approve the 10/17/17 meeting minutes with corrections. Motion supported by Trustee Richard Long. Ayes all. Passed.
6. **Public Comment** (limit to 3 minutes per person): Deputy CJ Freriks introduced himself and was welcomed by the Board.
7. **Bills & Financials:**
 - A. **Treasurer's Financial Report:** \$206,689.25 total in the general checking account and \$2,332.17 in the tax account as of 10/31/2017. The Treasurer balances perfectly with the bank balances and the Clerk's books.
 - B. **Clerk Presents Township Bills:** Amount \$16,642.53 from 10/18/2017 thru 11/21/2017. Clerk Pam Chaffee made the motion to pay the Township's bills as presented, supported by Trustee Richard Long, ayes all, motion passed.
 - C. **Budget Review:** Reports distributed. 67% of the fiscal year – we still look to be on track with the anticipated exception of the Road Fund and the Transfer Station due to the second discount trash day. The Clerk presented Resolution 2017-18 which will move funds from two line items in the Transfer Station budget to pay for the current expenditures without creating any negative balances. Trustee Richard Long made the motion to adopt the resolution as presented, supported by Trustee Curt Chaffee. Roll Call vote: ayes all. Motion Carried. The unnecessary street light at the Transfer Station was again discussed. Supervisor Judy Maike is checking with Great Lakes on what we are currently being billed for and what, if any, savings we may see. Trustee Curt Chaffee suggested placing an LED Flood Light on the building instead of having any street light at the Transfer Station.
8. **Unfinished Business:**
 - A. **Dry Hydrants:** Supervisor Judy Maike informed the Board that the Road Commission will get back with us after their busy season with what they would charge for installing and/or maintaining dry hydrants.
 - B. **Sign Bids:** Supervisor Judy Maike has received two bids other than the one presented at the last meeting from Scotts Graphics for \$875. (Lakeshore \$2700 and Fremont \$3200). After a short discussion Clerk Pam Chaffee made the motion to purchase the sign as presented from Scotts Graphics for \$875. Support by Treasurer Brandy Fleming. Ayes all, motion passed.
 - C. **Cost of Flower Bed 2017:** The flower bed cost the Township a total of \$123 for summer 2017. Clerk Pam Chaffee will set up a dedicated account when we get to the new budget for 2018/19. Trustee Curt Chaffee will deliver manure this fall so that it can work in to the new beds over the winter. The board discussed moving the beds and decided that on both sides of the driveway would be a good idea.

D. Brining 2018: The Board would like the roads brined on May 3 and August 7, 2018.

Supervisor Judy Maike said that the price will be the same as the amount of brine will be the same.

9. New Business:

A. Transfer Station Fees: Clerk Pam Chaffee had included information on current transfer station fees as well as the fees which were being charged prior to the current schedule. Supervisor Judy Maike will check with other local transfer stations to see if our fees are in line. The Transfer Station is \$2,500 in the black with just the fees collected supporting it.

B. Clerk's Training – Section 218/Pension Plan possible problems: Clerk Pam Chaffee shared that the CPA who taught the payroll training she attended said that we may have a problem as it appears that Everett Township, unlike other Michigan townships, does not have a Section 218 Agreement filed with the State. The Board decided that we need much more information. Clerk Chaffee will bring updated information to the next meeting.

C. Fire Board information from Trustee Richard Long: Trustee Richard Long distributed copies of the Fire Board Audit to members of our Board. He informed us that the Authority paid \$500 for the audit. After questions from the Everett Township Board regarding what seemed to be an unusually low audit price, Trustee Richard Long did agree to double check that figure. He informed us that the Fire Board has placed a \$47,000 down payment on the new fire truck which will take at least 9 ½ months to receive. Next he stated that the Fire Authority will accept extra payments other than in amounts of \$5,000. He said that there have been two new sales of sites in the White Cloud Industrial Park: one to a trucking company and another to a medical marijuana facility. He informed us that the Fire Department will be required to put a sign by the road in front of their building. They will be installing a stop light at the M-37 intersection from the Industrial Park which will be controlled by the Fire Department – it will also operate when a car pulls up to the intersection from the Industrial Park.. otherwise it will be just a blinker from the M-37 sides. The Fire Department has \$15,000 set aside for the installation of that stop light, but currently have an estimate of \$12,000 to complete the job.

11. Officer's Reports

a. **Zoning Official/Planning Co/ZBA** – The Board received the Zoning Report submitted by Zoning Administrator Mike Mohr. (The reports will not be included in minutes posted on the Township Website).

b. **County Commissioner** County Commissioner Jim Maike Jr informed the Board that he had recently spoke at the Baldwin Rotary Club about the ORV trails that are opening up. 67,000 miles of forest roads have become available from Lake County north. He told us that Nick Smith, the new Newaygo County Parks Director has done a great job and this year the parks have closed in the black. They have gone to a lottery process to assign sites at the Sandy Beach Park. The new Sheriff is going a great job. Chris Wren, the new county administrator, will be a new father soon. Commission Maike also suggested putting up LED lights at the Transfer Station and suggested that there may be matching funds or Brownfield funds available for a new Transfer Station. Commission Maike has been maintaining the Township's website gratis but he suggested that we put that task up for bids.

c. **Transfer Station** – Jeffrey Craigmyle reported that use of the transfer station is down especially on Wednesdays. There were only 10 people that came through last Wednesday. There are only 2 more Wednesdays scheduled to be open this year.

d. **Supervisor** – Supervisor Judy Maike passed out copies of the newsletter. She reminded the Board of the upcoming short Board of Review meeting (12/12), Elected Officials meeting (12/6), and the Library Tree and Wreath Auction (11/27 to 12/2).

f. **Treasurer** – Winter tax season is upon us.

g. **Trustees** – Trustee Curt Chaffee said he is happy with our Board meetings.

12. Public Comment (limit to 3 minutes per person) – none present

13. Adjournment - The meeting was adjourned at 2:35 pm. (10 minutes earlier than last month)
Next regular meeting scheduled for Dec 19.

Respectfully submitted on 12/18/2017 by Clerk Pam Chaffee